



# VACANCY ANNOUNCEMENT

**The Department of Health has a career opportunity for qualified candidates for the following position:**

Title <b>Chief Information Security Officer [Senior Executive Service]</b>			Salary <b>Commensurate with Education &amp; Experience</b>
Posting Number <b>278-18</b>	Position Number <b>950460</b>	Number of Positions <b>1</b>	Posting Period * From: <b>9/10/2018</b> To: <b>9/24/2018</b>
Location: <b>Office of Health Information Technology 25 S. Stockton Street, 4th floor, Trenton, NJ</b>			Scope of Eligibility/Open to: <b>Applicants who Meet the Requirements</b>

## GENERAL DESCRIPTION

The Chief Information Security Officer (CISO) is responsible for establishing and maintaining an information security strategy, architecture and program designed to adequately manage risk to the Department of Health's (DOH) information assets and operations. It is the CISO's responsibility to ensure that the DOH is in compliance with all applicable federal and state laws, directives, policies and contractual requirements regarding the information security and privacy. The CISO ensures implementation of the information security plans; and manages the operational processes for monitoring and maintaining information security. The CISO guides the Department's leadership team by recommending and prioritizing investments and projects that mitigate risk, strengthen defenses and reduce vulnerabilities. This role serves as an expert advisor to senior management in the development, implementation and maintenance of a Department wide information security program to ensure best practice control objectives are achieved for system integrity, availability, confidentiality, accountability and assurance. The CISO works in close collaboration with the CIO, Health System Compliance and Privacy Officer, Internal Audit, Legal, and external audit and other agencies to implement, enforce, and ensure compliance to HIPAA, PII, SAMSHA, and all applicable laws, regulations, contractual obligations, and State policies and standards governing information security and privacy. Develops and manages the comprehensive Information Security Program and the Security Risk Management plan. Create and manage information security awareness training programs for all employees, contractors and approved system users. Develop, implement and manage an information security compliance program, that includes, but is not limited to the coordination of compliance audits, intrusion prevention, application development, security information and event management systems (SIEM), web filtering, mobile devices, patch management automation and process, third party penetration tests, vulnerability assessments, and information technology security audits of third parties having access to DOH information systems and data, in compliance with NJ OIT and Office of Homeland Security ROCC policies, procedures, guidelines, tools and standards. Ensure compliance with DOH Project Management Office (PMO) tools, procedures and methodologies. Develops and reviews security related procurements, project plans, budgets, state contract vehicles including Cloud computing. Ensure encryption policy and plans are developed and monitors DOH compliance. Ensures system and program security audits, employee investigations are performed. Liaison within DOH to all divisions and branches to ensure physical and cyber security compliance. Represents DOH at statewide security meetings and presents DOH strategies for cyber security and cloud computing. Develop, implement and manage DOH incident response capability, including incident response plans that provide for an orderly, effective, and consistent response to all incidents. Point person to work with NJ OIT Security and law enforcement. Mentors staff, provides them guidance on formalizing projects using industry standard project management tools and techniques. Manages DOH centralized and dotted line security staff. Candidates should possess background in computer science, engineering, information security. Preference will be given to candidates with ten (10) years of information security experience including five (5) years of the required experience shall have been in a supervisory capacity.

## REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

A Bachelor's degree from an accredited college or university is expected. An advanced degree in management, administration, or other areas related to the particular position would be helpful. Five (5) years of supervisory/managerial experience and a variety of management experiences and organizational responsibilities would be helpful. Successful completion of the Certified Public Managers (CPM) Program will be a factor in selection. Participating in any portion of the CPM program or related programs would be helpful. Evidence of major professional accomplishments is required, as is demonstrated ability in communication and leadership skills. Demonstrated managerial skills, including such factors as inter-personal skills, decision-making, problem analysis and creative thinking, administrative judgment, delegation, managerial, or financial control, interdepartmental cooperation/ liaison, development of subordinates and organizational awareness are required. Specific requirements may be waived by the Commissioner of Personnel with sufficient justification.

## IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:

***PSTMA@doh.nj.gov***

- Mail the required documents to:

**Jill Velez, Executive Assistant 3  
Management and Administration  
Reference Posting #  
New Jersey Department of Health  
PO Box 360  
Trenton, NJ 08625-0360**

**Required documents:**

- cover letter
- resume
- completed application, found at:  
<http://www.nj.gov/health/forms/dpf-663.pdf>

*\* Responses received after the closing date MAY be considered if the position is not filled.*

- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
- *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
- *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
- *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
- *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
- ***The New Jersey Department of Health is an Equal Opportunity Employer.***

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