

Position description

Position	Information Security Analyst
Group	Business Services
Reports to	Manager Information Security
Location	1010 La Trobe Street Docklands Victoria
Date	January 2019

Our organisation

VicTrack owns Victoria's transport land, assets and infrastructure and works to protect and grow the value of the portfolio, to support a thriving transport system, and make travel and living better for Victorians.

With much of the asset portfolio dedicated to transport – our lands, infrastructure, trams and trains, and telecommunication networks – our focus is strategic asset management and supporting the delivery of better transport solutions. With a strong commercial focus we invest back into transport and communities, and support other non-commercial activities like community projects and environmental and heritage preservation.

Our core functions

Victoria's *Transport Integration Act 2010* sets out the objectives for each transport sector agency, and as the asset owners, our role is to manage the assets consistent with transport system objectives. Our core functions include:

- Telecommunication services and network infrastructure that supports public transport
- Managers of land set aside for transport purposes, including the development and sale of land no longer required for transport
- Project management and civil engineering services for rail infrastructure upgrades
- Transport facilities and asset management, including the open access Dynon Rail Freight Terminal and heritage, buildings and environmental preservation

Our business groups

Our business is made up of three specialist delivery groups including Property, Telecommunications and Project Delivery, which are supported by the Office of the Chief Executive and Business Services. Each delivery group provides various disciplines in assets management and service delivery.

Our vision

To grow as a commercially sustainable corporation that supports the delivery of government policy and achieves triple bottom line outcomes through a strong commercial focus and environmental sensitivity and provides a range of social benefits to Victorian communities.

Our mission

To improve the value of assets that VicTrack manages for the state and deliver a range of commercial services and projects that improve Victoria's transport system and contribute to the state's liveability and sustainable economic development.

Our values

- Respect
- Professionalism
- Achievement
- One team

Dimensions

Reporting Relationships

Reports to Manager Information Security.

Budget

NA

Other

NA

Purpose of the position

The Information Security team is responsible for delivery of cyber security services within VicTrack. This includes engagement into the internal projects to select, design and implement security controls to maintain the compliance and acceptable risk level. The primary purpose of the Information Security Analyst is to ensure VicTrack delivers high quality projects compliant to Information Security policies and other requirements for security.

Key accountabilities/functions

- As the authoritative subject matter expert, selection and design of technical security controls using stipulated security frameworks and standards;
- Perform security gap assessments of existing systems;
- Collaborate with suppliers, internal IT, Security and Project teams;
- Advise internal Project Manager to build detailed project plans and cost estimations;
- Engage with internal stakeholders to define business requirements for security and develop estimations;

- As SME, provide ongoing specialist security consultancy advice to the technical teams on appropriate security controls of VicTrack systems;
- With the technical teams, contribute to the architecture, design development and implementation activities in line with the project plans;
- Provide specialist advice on analysis, control selection, evaluation, design and implementation of security elements for the VicTrack systems.
- Regularly review the security in the technology projects to select, plan and implement improvements;
- Be subject matter expert in core security technologies and processes;

Customer focus

At VicTrack we require staff to practice Customer Focus by recognising the importance of valuing customers (internal and external) and ensuring that all activities are oriented towards meeting their needs. This is about listening to customers regarding their expectations and focusing on delivering solutions that address their needs. Customer focus also includes proactively seeking and acting on feedback to enhance the customer experience.

This position has organisational responsibility to ensure our collective approach to a customer centric approach is delivered, managed and monitored.

Safety and environmental responsibilities

Ensure safety and environmental instructions are adhered to and report any inappropriate practices and incidents. Comply with Occupational Health & Safety Act in regard to self, tenants and customers, and environmental legislation in regard to preserving the environment.

Safely Accessing the Rail Corridor

All staff who may be required to come into contact with rail activity, including design work and the management of other staff, shall:

- Be responsible for their actions where those actions can in any way affect or compromise railway safety;
- Be aware of the railway safety requirements associated with their duties and responsibilities;
- Take whatever action is possible to prevent the occurrence of unsafe conditions and / or incidents;
- Report any railway safety problems / hazards of which they become aware to the Group Manager Safety.

Individual attributes

Qualifications

- Industry certifications beneficial such as CISSP, CISA;
- Relevant Tertiary qualification.

Knowledge & Experience

- At least 5 years industry experience in an Information Security role;

- Knowledge of information security frameworks, domains and principles such as VPDSS, ISO27001/2, NIST;
- Demonstrated experience in devising and selecting appropriate security controls;
- Technical experience with Microsoft Windows products security (Group Policies, hardening, encryption, Active Directory, etc.), firewalls, Antivirus, intrusion detection technologies is required.
-

Skills

- Ability to translate technical language into common business language;
- Experience in selecting, planning and implementing the security in the technology projects;
- Subject matter expertise in core security technologies and processes;
- Broad understanding of program management, including SDLC and project management;
- Ability to demonstrate and apply strong knowledge of computer security concepts;
- Experience with Windows and UNIX operating systems and relevant security features;
- Experience with antivirus, vulnerability management, configuration compliance monitoring;
- Understanding of network security controls: firewalls, IPS/IDS, network segmentation, etc;
- High level of technical knowledge in secure systems design and development;
- Previous technical background;
- Experience with telecommunications environment is desirable;
- Demonstrated skills in security business analysis, control selection, evaluation, design and implementation.

Interpersonal and Other Features

Internal Relationships

- Information Technology team
- Project teams
- Information Security team
- Other internal technical and business stakeholders

External relationships:

- Suppliers