

## NYC OFFICE OF THE COMPTROLLER

### JOB VACANCY NOTICE

<b>Title:</b>	<b>Supervisor - IT and Security Audits</b>
<b>Salary:</b>	<b>\$85,000 - \$100,000</b>
<b>Bureau/Division:</b>	<b>Bureau of Audit / IT Audit</b>
<b>Period:</b>	<b>January 2, 2019 – Until Filled</b>

### JOB DESCRIPTION

The New York City Comptroller's Office is seeking a highly motivated, detail-oriented, hands-on, and results-driven IT and Information Security professional with a solid work history and demonstrated written and oral communications skills to supervise and conduct IT and Cybersecurity audits and analyses of City-funded IT operations. The Audit Bureau's IT Division plans and executes a wide variety of information technology and cybersecurity audits of New York City government IT systems, projects, and contracts, in accordance with the New York City Charter and generally accepted government auditing standards. These audits assess the confidentiality, integrity, and availability of critical information and information systems, cost-effectiveness, functionality, and security of City agencies' networks, infrastructure design, systems-implementation, and cloud-based services and recommend improvements, as needed.

Under the direction of the Manager of IT and Security Audits, the Supervisor's responsibilities include, but are not limited to, the following:

- Supervises and coordinates the work of one or more IT auditor and cyber specialist ; plans and manages complex IT and cyber security audits and ensures the timely progression of all audits under his or her supervision;
- Performs project management duties such as organizing, reviewing, and reporting on the work of their team; define the resource requirements for information security audits, appropriately delegate security audits based on employee skill sets, monitors and evaluates security audit performance and provide feedback in a timely and objective manner;
- Develops IT and cyber security audit plans, programs, and reports, including research and analysis of agencies' cybersecurity posture, capital IT programs, IT contract compliance, IT systems and IT security, including an evaluation of governance, risk, and compliance (GRC), security architecture, policies and procedures, incident handling, awareness training, disaster recovery and continuity of operations programs;
- Works closely with IT auditors and cyber security specialist to identify audit criteria, assess internal controls, and develops all five elements of a finding as appropriate; reviews assignments, work papers, memos, and letters; drafts IT audit reports ensuring accuracy and quality;
- Reviews and conducts tests of internal controls; oversees fieldwork to gather and/or verify information and ensures all procedures and testing necessary to meet audit objectives take place; and,
- Performs other related duties and functions as may be required.

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## MINIMUM QUALIFICATION REQUIREMENTS

A baccalaureate degree from an accredited college in computer science, or a related area, and five (5) or more years of progressively responsible experience in the field of IT/Information Security, at least eighteen (18) months of this experience must have been in a managerial or administrative capacity or supervising professional staff performing duties in the areas mentioned above.

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## PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- Demonstrated experience with IT audits, IT controls assessment, information security and cybersecurity, systems implementation and systems architecture;
  - In-depth knowledge of the current cyber threat landscape, with a specific focus on the technical aspects of adversarial Tactics, Techniques and Procedures (TTPs) and their relation to the cyber kill chain and other analytical models;
  - Audit expertise in Unix/Linux, Windows, distributed databases, web technologies, enterprise architecture, virtualization and technology infrastructure;
  - Intermediate level analytical and data analysis skills (e.g. SQL, ACL, or similar tools);
  - Understanding of Java and scripting languages (e.g. PERL, Python, PHP, JScript, VBScript, Unix Shell);
  - Experience with NIST, PCI-DSS, HIPAA, Sarbanes-Oxley, PII, ITIL, ISO 27001 and 27002, COSO principles or other information security frameworks;
  - Advanced proficiency in basic PC applications (MS Excel, Word, PowerPoint, and Visio);
  - Microsoft Networking including Active Directory and Group Policy;
  - Related industry certifications such as; CISSP, CISA, and CISM is desirable and record of seeking self-improvement through education, certification, training, and staying abreast of current and emerging technologies and cybersecurity threats;
  - Experience with GAGAS, FISCAM, risk and compliance; and,
  - Excellent interpersonal, communication, writing and organizational skills.
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**TO APPLY, GO TO:** Employment Opportunities at [www.comptroller.nyc.gov](http://www.comptroller.nyc.gov)

**Certain residency requirements may apply.** We appreciate every applicant's interest; however, only those under consideration will be contacted.

Note: Vacancy notices listed as "Until Filled" will be posted for at least five work days.

<b>POSTING DATE:</b> January 2, 2019	<b>POST UNTIL:</b> Until Filled	<b>JVN:</b> 015/019/053
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**The NYC Comptroller's Office is an Equal Opportunity Employer**