

The County of Dufferin is an upper tier municipality which sits on the fringe of the Greater Toronto Area, about 100 km northwest of Toronto. It is largely a rural county with three urban settlement areas. The region is well known for its rivers, rolling hills and excellent outdoor recreation opportunities. The UNESCO World Biosphere Reserve, the Niagara Escarpment and the world famous Bruce Trail, run through Dufferin offering spectacular vistas and hiking opportunities. Home to over 67,000 residents the area boasts fabulous restaurants, shopping and amenities. We are currently recruiting for a:

(HYBRID) SECURITY ANALYST Permanent Full Time

JOB ID: C58-24	LOCATION: Hybrid – 55 Zina Street, Orangeville
JOB TYPE: Permanent Full Time (Non-Union)	DEADLINE TO APPLY: 4:30 p.m. on October 2, 2024

Reporting to the Manager of Information Technology (IT) and Geographic Information Systems (GIS), the Security Analyst is responsible for planning, coordinating and leading information security activities for the County of Dufferin and its member municipalities, in order to mitigate current and future information security risks. As the key point of contact for all matters related to information security, this position provides tactical advice and support to County staff and other stakeholders and works collaboratively to implement control solutions that work for all parties. In addition, the Security Analyst provides ancillary IT management support (i.e., in the absence of the Manager of IT and GIS) and technical support for critical IT services within the County.

What we can offer YOU!

- A competitive hourly wage ranging between \$54.70 – \$63.98 (April 1, 2024 Non-Union Pay Grid);
- Hybrid work arrangements
- Enrolment in our comprehensive health benefits program and defined benefit pension plan
- Access to Perkopolis; discount, reward and benefits program
- Access to an Employee and Family Assistance Program
- Unlimited access to live and interactive webinars offered by the Canadian Centre for Diversity and Inclusion (CCDI)
- A supportive and collaborative work environment.

What you'll do

- Assist the Manager of IT and GIS with security-related business process standardization, formalization, documentation, and continuous improvement so as to continually enhance the reliability, quality, and effectiveness of security-related internal processes
- Coordinate security-related activities throughout the organization, and with third parties such as outsourcing firms, ensuring that activities are efficient, effective, and consistent with organizational objectives
- Act as the central point of contact within the County for all matters dealing with information security, including vulnerabilities, controls, technologies, human factors issues
- Maintain strong working relationships with County departments and divisions involved with information security matters
- Represent the County and its information security related interests at industry standards committee meetings, professional association meetings, information security technical conferences, industry specific Internet discussion groups, and similar public forums
- Complete and obtain management concurrence on government forms and questionnaires dealing with information security
- Plan, implement, monitor, and enforce information security initiatives
- Perform post-mortem analyses with logs, network traffic flows, and other recorded information to identify intrusions by unauthorized parties, as well as unauthorized activities of authorized users
- Participate in security incident management, containment, and vulnerability management processes and documented incidents from initial detection through final resolution including root cause determination

- Other duties as assigned

What you'll bring

- Post-secondary degree in Information Technology, Computer Science, or an equivalent combination of education and experience
- Three (3) years of experience working in an IT role, dealing with information security and/or privacy
- Broad IT experience dealing with security, Windows, servers, web applications, networking, virtualization, redundancy and monitoring, firewalls, storage, and backup and recovery
- Ability to work independently and in a team environment
- Demonstrated investigative, problem solving, analysis and troubleshooting skills
- Excellent interpersonal and customer service skills
- Strong verbal and written communication skills; able to convey technical knowledge and information to staff and other stakeholders in a meaningful way
- Excellent organizational skills with the ability to manage competing priorities
- Valid Class G driver's license and access to reliable transportation
- Suitable work from home environment including reliable high speed internet

The County of Dufferin strives to provide exceptional customer service to all its residents and visitors. To effectively do so, all positions at the County of Dufferin require a commitment to upholding the County's equity mandate through on-going and mandatory training and examining our day-to-day operations and impacts through an equity lens. Therefore, throughout the selection process, candidates will have demonstrated their ability to be anti-racist, equitable, inclusive, and respectful.

Ready to apply?

Interested applicants are invited to submit a resume and cover letter before the closing date and time to: hr@dufferincounty.ca

As an organization, we recognize the value of diverse perspectives and lived experiences, and the importance of creating an environment that embraces and supports these. We are committed to creating and fostering a workplace where all employees feel a sense of dignity and belonging. As such, we seek to attract, develop, and retain highly talented employees with a variety of identities and backgrounds, to better reflect the growing diversity of our region.

We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to:

- First Nations, Métis and Inuit peoples, and all other Indigenous peoples.
- Members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin.
- Persons with visible and/or invisible (physical and/or mental) disabilities.
- Persons who identify as women; and
- Persons of marginalized sexual orientations, gender identities, and gender expressions.

We value the contributions that each person brings and are committed to ensuring full and equal participation for all in our workplace.

All applicants are thanked for their interest. Those chosen for next steps in the selection process will be advised by October 25, 2024. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection and will not be used for any other reason. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.