



STATE OF NORTH CAROLINA  
invites applications for the position of:  
**Network Security Specialist**

---

**JOB CLASS TITLE:** Network Security Specialist

**POSITION NUMBER:** 60005117

**DEPARTMENT:** Administrative Office of the Courts

**DIVISION/SECTION:** Technology Services Division

**SALARY RANGE:** \$77,848.00 - \$132,964.00 Annually

**SALARY GRADE / SALARY GRADE EQUIVALENT:** 27

**COMPETENCY LEVEL:** Not Applicable

**APPOINTMENT TYPE:** Permanent Full-Time

**WORK LOCATION:** Wake County

**OPENING DATE:** 04/13/21

**CLOSING DATE:** 05/12/21 5:00 PM Eastern Time

**DESCRIPTION OF WORK:**

**SALARY GRADE:** 27

The North Carolina Administrative Office of the Courts (NCAOC) seeks a highly qualified Network Security Specialist to support its mission to protect and preserve the rights and liberties of all the people by providing a fair, independent and accessible forum for the just, timely and economical resolution of their legal affairs. The Technology Services Division values a healthy work/life balance for all its members. Productivity and creativity are evident in the high job satisfaction of our teams. Come check us out!

The person chosen for the Network Security Specialist position will support the NCAOC network security environment and be responsible for overseeing Network Security Operations in an after hours capacity from 12:00 AM to 9:00 AM, Monday - Friday.

Additional responsibilities include but are not limited to:

- Monitor and respond to network and security related events and address user incidents and requests.
- Schedule and execute after hours changes to optimize network and security environments in conjunction with Enterprise Change Management policies to augment and improve the Judicial Branch's network configuration and security posture.
- Be responsible for providing technical support in the creation and delivery of network security solutions designed to meet customers' business needs while protecting valuable information for all NCAOC users and the public.
- Provide data for metrics and reports to all levels of TSD management.
- Triage, update, and see to closure of all after hours NCAOC Help Desk tickets assigned to the Network Services Team during the respective shift.
- Be responsible for the engineering and maintenance of Intrusion Prevention System (IPS), Vulnerability Management (VM), Access Control (ACS), IPsec, Virtual Private Networks (VPN), Security Incident and Event Manager (SIEM), and all other network security tools.
- Research trends to assist the Network Security Team in staying up-to-date on industry best practices.
- Identify and report security vulnerabilities and recommendations to management by monitoring network traffic and user tendencies.
- Operate and maintain external audits and scans.
- Work directly with Cisco and other external vendors to resolve service issues and incidents.
- Orchestrate the testing and compliance of new technology with existing systems.

The Network Security Specialist position is based at the NC Judicial Center in Raleigh and reports to the Network Services Operations & Administration Manager.

**Work hours are 12:00 AM - 9:00 AM, Monday - Friday. Occasional weekends will be required during weekend scheduled maintenance times.**

#### **KNOWLEDGE, SKILLS AND ABILITIES / COMPETENCIES:**

**Knowledge of:** enterprise network security technologies; understand product roadmaps and industry trends; network and computer system best practices and related technologies; network topologies to design, implement, and support network security infrastructure; NCAOC security policy and Criminal Justice Information System (CJIN) policies; and industry security practices to determine security risks and strengths of networks.

**Skills in:** enterprise security technology; fundamental knowledge of the following, IPsec, IPS/IDS, SIEM, Identity Services Engine (ISE), Vulnerability Management, Access Control/AAA and PCI/Audit; networking fundamentals in the areas of enterprise network design, routers, switches, servers, internet protocol; and TCP/IP architecture and functionality to assist troubleshooting network security related problems.

**Ability to:** plan and manage complex projects independently and with a team; communicate

effectively with users to determine and resolve problems; design security networks that minimize the chance of intrusion into judicial branch networks; communicate technical information to lay persons; interpret and follow established employment and policies; produce highly technical documents; consider the implications of new technology implementations; and balance the application and system access needs of users with network security considerations.

#### **MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:**

Bachelor's degree in computer science or another related information technology field and six (6) years of related work experience in computer systems networking and security, four (4) years of which include responsible management of network design, implementation, and maintenance of network security systems; or an equivalent combination of education and experience.

Management prefers candidates with at least five (5) years of related work experience in network security design, implementation, and/or with a Security Operations Center (SOC).

#### **SUPPLEMENTAL AND CONTACT INFORMATION:**

The Technology Services Division of the NC Administrative Office of the Courts is an award winning team! Check out our recent accolades:

##### **[Center for Digital Government - Digital Government Achievement Awards](#)**

2012 State Level - Government to Government  
2008 State Level - Government to Citizen  
2003 State Level - Best of the Web (BOW)

##### **[Government Computer News Award](#)**

2014 IT Excellence - Public Sector Projects

##### **[National Association of State Chief Information Officers](#)**

2012 State Level - Government to Business  
2007 State Level - Government to Government

**[Meet the TSD Team](#)** of the NC Administrative Office of the Courts.

##### **[Employment Benefits](#)**

Generous Insurance Options  
Retirement Package (purchase option for other government plans)  
Flexible Benefits Package  
401(k)  
Vacation & Sick Leave  
Longevity Program  
Service Awards

Come join a great team! Learn more about the NC Administrative Office of the Courts here:  
<http://www.nccourts.org/Careers>

## INSTRUCTIONS:

**Applicants must complete an application through NeoGov, the North Carolina state government job application program. Go to <https://www.governmentjobs.com/careers/northcarolina> to apply for this position. Mailed or faxed applications will not be accepted**

Before applying, please read the [Online Employment Application Guide](#) for instructions on creating your profile and applying for specific postings.

It is important your application includes all of your relevant education and work experience and that you answer all questions associated with the application to receive proper credit. Résumés are not accepted in lieu of fully completed applications.

**\*NOTE\*** Many job postings require certain documents be attached to an application. Verify your application is complete and uploaded documents are attached to your application *before* submitting it. Applications may not be altered after they have been submitted.

Carefully review the [FAQs](#) if you experience difficulty with the application process or attaching documents. For technical issues with applications or attachments, call the NeoGov Help Line at 855-524-5627.



*All NC Judicial Branch agencies are Equal Opportunity Employers.*

The North Carolina Judicial Branch participates in E-Verify, an internet-based system that compares information from an employee's Form I-9, Employment Eligibility Verification, to data from the US Department of Homeland Security and Social Security Administration records to confirm employment eligibility. To learn more, click on these links:

[E-Verify Participation](#)

[E-Verify Participation \(Spanish\)](#)

[Right to Work](#)

[Right to Work \(Spanish\)](#)

Travis Davis

NC Administrative Office of the Courts

Human Resources Division

<https://www.nccourts.gov/about/about-judicial-branch/careers>