



UNITED STATES BANKRUPTCY COURT DISTRICT OF ALASKA

VACANCY ANNOUNCEMENT #23-03

- Position:** IT Security Analyst (**TEMPORARY** for three months with possible extension but will not be made permanent. Start date no later than May 22, 2023)
- Location:** Anchorage, Alaska, or a full-time telework opportunity if you reside out of the district
- Open Date:** April 7, 2023
- Close Date:** Open Until Filled
- Salary:** CL 28, \$74,678 to \$121,401, plus 2.01% + COLA. if you work within the district. Salary depends upon experience, qualifications, and worksite. Telework salary will be the locality pay at your residences in the United States. Court Personnel System Pay Rates can be found at <https://www.uscourts.gov/careers/compensation/court-personnel-system-pay-rates-non-law-enforcement-officer>

The United States Bankruptcy Court for the District of Alaska is seeking an IT Security Analyst who will embrace a temporary opportunity. You will work with our IT Security Officer on the management of information technology security policy, planning development, implementation, training, and support for the court unit. You will be collaborating to identify and collectively advance security initiatives, and you will provide actionable advice to improve IT security and to fulfill security objectives within the court.

REPRESENTATIVE DUTIES:

- Analyze and evaluate new and innovative information technology policies that will constructively transform the information security posture of the court unit. Make recommendations regarding best practices and implement changes in policy.
- Provide advice on matters of IT security, including security strategy and implementation.
- Review, evaluate, and make recommendations on the court's technology security program, including automation, telecommunications, and other technology utilized by the court. Promote and support security services available throughout the court.
- Assist in the maintenance of court security policies and guidance, the remediation of identified risks, and the implementation of security measures.
- Provide security analysis of IT activities to ensure that appropriate security measures are in place and are enforced. Conduct security risk and vulnerability assessments of planned and installed information templates, automated security tools, and cross-functional teams to facilitate security assessments.
- Assist with the identification, implementation, and documentation of security safeguards on information systems.
- Establish mechanisms to promote awareness and adoption of security best practices.
- Performs other job-related duties as assigned.

REQUIRED QUALIFICATIONS:

- High school graduate or equivalent.
- Must have a minimum of two years' experience in IT, with at least one-year experience that is in, or closely related to, the work of the position that has provided the knowledge, skills, and abilities to successfully perform the duties of the position.
- Experience with O365 applications
- Knowledge of IT security applications.
- Must be able to follow instructions and work independently to meet short deadlines.
- Excellent oral and written communication skills.

PREFERRED QUALIFICATIONS:

- Security+ Certification or similar

CONDITIONS OF EMPLOYMENT:

- Applicants must be a United States citizen or eligible to work in the United States.
- The successful candidate is hired provisionally, pending the results of a background investigation. All information is subject to verification.
- Employees of the United States Bankruptcy Court are appointed in the excepted service, are considered "at-will," and can be terminated with or without cause by the court.
- Employees are required to use the Electronic Fund Transfer (EFT) for payroll deposit.
- Employees must adhere the rules and regulations of the court and a Code of Conduct which is available upon request.

HOW TO APPLY:

Qualified applicants are invited to apply by emailing the following in PDF format:

- A current resume, including employment history, education, skills, experience, and three professional references.
- A completed and conventionally signed form AO 78, Application for Judicial Branch Federal Employment, available at <https://www.akb.uscourts.gov/employment>
- **Email the completed package in PDF format to Apply@akb.uscourts.gov. Include *Announcement #23-03* on the subject line of the email.**

The court may close this announcement at any time, and it is therefore recommended that applications be submitted as soon as possible. Only applicants who are selected for interviews will be contacted by the court. Applicants selected for interviews must travel at their own expense. Video conferencing is available for long-distance interviews upon approval.

The court reserves the right to modify the conditions of this job announcement, or to withdraw the job announcement, without prior written or other notice.

The United States Bankruptcy Court is an Equal Opportunity Employer