

OFFICE OF THE CIRCUIT EXECUTIVE
UNITED STATES COURTS OF THE
DISTRICT OF COLUMBIA CIRCUIT

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Circuit Executive

333 Constitution Avenue, NW
Washington, D.C. 20001

IT Security Officer
CL 30

Job Announcement Number USCA-15-16

Position Description - The Office of the Circuit Executive for the D.C. Circuit is accepting applications for the position of IT Security Officer. This position performs professional work on all matters related to IT security including: providing IT security guidance; implementing IT security protocols, policies, and procedures; identifying IT security risks and vulnerabilities; and conducting IT security assessments for all the courts and court units in the D.C. Circuit. The position is located in Washington, D.C.

Qualifications - Candidates must show experience that demonstrates the ability to: (1) analyze IT security problems and assess the practical implications of alternative solutions; (2) identify and analyze security risks and vulnerabilities and implement resolutions; (3) design security architecture roadmaps and document architecture decisions; (4) effectively communicate with others both verbally and in writing; (5) show attention to detail, establish priorities, and the ability to manage multiple tasks; and (6) be flexible, work well under pressure, and maintain a positive attitude.

Experience - A minimum of two years of specialized experience, including at least one year equivalent to work at the CL 29, that demonstrates the possession of the particular knowledge and skills needed to perform the duties of this position as described above is required.

Education - A bachelor's degree from an accredited educational institution is required. CISSP, CISM, or similar certification is preferred.

Salary - CL 30 (\$85,860 to \$139,523) depending on qualifications.

Conditions of Employment - Applicants must be a United States citizen or eligible to work in the United States. Employees of the federal courts are excepted service appointments. Excepted service appointments are "at will" and may be terminated with or without good cause by the Court. The candidate selected for the position will be hired provisionally pending the results of a background investigation. Direct deposit of pay is required.

Application Process - Submit cover letter and detailed resume to the Office of the Circuit Executive at VacancyCircuitExecutivesOffice@cadc.uscourts.gov. The job announcement number must appear in the subject line. A single PDF attachment is required. Because of the large volume of applications, only those candidates who will be interviewed will be contacted. The application period will be open from November 30, 2015, through January 15, 2016.

The Circuit Executive's Office is an Equal Opportunity Employer.