

Columbus Consolidated Government

Information Security Manager G129

SALARY \$2,749.51 Biweekly
 \$71,487.33 Annually

LOCATION GA, GA

JOB TYPE Full-Time Regular

JOB NUMBER 2025-00000035

DEPARTMENT Information Technology

DIVISION Information Technology

OPENING DATE 01/29/2025

CLOSING DATE Continuous

Major Duties and Responsibilities

The Information Security Manager reports to the Assistant Director of Operations and is responsible for developing and implementing an information security program, which includes procedures and policies designed to protect enterprise communications, systems, and assets from both internal and external threats.

The Information Security Manager also works for the Assistant Director to advise on procuring cybersecurity products and services and manage disaster recovery and business continuity plans.

In addition to responding to data breaches and other security incidents, the Information Security Manager is tasked with anticipating, assessing, and actively managing new and emerging threats. The Information Security Manager must work with others across different departments and divisions to align security initiatives with broader business objectives and mitigate the risks various security threats pose to the organization's mission and goals.

- Build a comprehensive security program to include incident response plan, strategic security protocols and procedures.
- Review existing security measures and update protocols as needed.

- Oversee the operations of all information security-related programs, including but not limited to email security, cyber security training, security log management, etc.
- Overseeing the daily operations of the Columbus Consolidated Government to identify potential information security risks and room for improvements.
- Fostering a culture of information security awareness by conducting training sessions and communicating with personnel.
- Managing, evaluating, and resolving any information security incidents or breaches.
- Ensuring that the CCG's security policies comply with federal laws and legislations.
- Presenting risk assessments and improved security policies to management team members.
- Working with management to develop and implement an appropriate budget for security programs.

Knowledge, Skills and Abilities

- Excellent understanding of state and federal information security laws.
- Proven proficiency in developing information security protocols and procedures.
- Solid communication and interpersonal skills.
- Proficiency in information management systems and extensive knowledge of cybersecurity.
- Ability to research and stay up to date with security trends, as well as changing government and state laws.

Minimum Educational and Training Requirements

Bachelor's Degree or Higher in Cybersecurity, Information Technology, Computer Science or related field or any combination of education, training, and experience, which provide the required knowledge, skills, and abilities to perform the job's essential functions. Typically, would have three years in Information Technology in a similar role. Possess CompTIA Security+ or the current equivalent within 18 months of hire.

Physical Requirements

The employee must frequently lift light and heavy objects, climb ladders, use tools or equipment requiring a high degree of dexterity, and distinguish between shades of color. Additionally, the following physical abilities are required:

- Feeling – perceiving attributes of objects by touch with skin, fingertips.
- Grasping – applying pressure to object with fingers, palm.
- Handling – picking, holding, or working with whole hand.
- Hearing 1 – perceiving sounds at normal speaking levels, receive information.
- Hearing 2 – receive detailed information, make discrimination in sound.

- Manual Dexterity – picking, pinching, typing, working with fingers rather than hand.
- Mental Acuity – ability to make rational decisions through sound logic, deductive reasoning.
- Reaching – extending hands or arms in any direction.
- Repetitive Motion – substantial movements of wrists, hands, fingers.
- Speaking – expressing ideas with spoken word, convey detailed, important instructions accurately, concisely.

The work is typically performed while working in the field, standing, stooping, walking, bending, or crouching.

Employer

Columbus Consolidated Government

Address

City Hall
1111 1st Avenue
Columbus, Georgia, 31901

Phone

706-225-4059

Website

<http://www.columbusga.gov/HR>