

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Cyber Security Specialist	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Specialist III	FLSA:	Exempt
JOB CLASS CODE:	9892	WORK YEAR:	12 Months
DEPARTMENT:	Technology Services	SALARY:	Range 7 Salary Schedule A
REPORTS TO:	Director, Student & Data Systems / Chief Information Officer	CABINET APPROVAL:	4-19-2024
		HR APPROVAL:	9-21-2023

BASIC FUNCTION:

Plan, design, implement, monitor, and maintain cyber security programs for the Sacramento City Unified School District; identify

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

Develops and maintains centralized security alert logging and reporting systems, implements Data Loss Prevention (DLP) systems. **E**

Coordinates and conducts investigations of security events, responds to emergency cybersecurity situations. **E**

Installs security measures and operating software to protect systems and information infrastructure, including firewalls and data encryption programs. **E**

Resolves detected vulnerabilities. **E**

Cybersecurity Specialist - continued

- Develop network procedures and documentation that others can execute.
- Perform troubleshooting analysis of network infrastructure, servers, workstations, and associated

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