



PUNJAB PUBLIC SERVICE COMMISSION

JOB DESCRIPTION FOR THE POST OF ASSISTANT DIRECTOR (IT SECURITY AND COMPLIANCE) (LUMP SUM RS. 75,000/-) IN PUNJAB LAND RECORDS AUTHORITY CASE NO (76H2021).

MAIN RESPONSIBILITIES AND TASKS

1. Monitoring security infrastructure, identifying and reporting Real time attacks and vulnerabilities on the network.
2. Identification of incidents and subsequent analysis and investigation to determine their severity and the response required.
3. Ensure that incidents are correctly reported and documented in accordance with government policy and procedures.
4. Be prepared to provide a Technical Escalation Point during security incidents, establishing the extent of an attack, the business impacts, and advising on how best to contain the incident along with advice on systems hardening and mitigation measures to prevent a reoccurrence.
5. Maintain a keen understanding of evolving threats and vulnerabilities to ensure the security of the client network.
6. Must have good written and verbal communication skills.
7. Any other related task assigned by higher authorities.

Skills Required.

Must have exposure of deployment and management of SOC, Solid understanding of Information Technology, Information Security, Information Security Audit and Risk Management, penetration testing and vulnerability scanning techniques. Investigate security breaches and other cyber security incidents. Must have strong knowledge of Application, Database and Network Security. Familiarity with Security Regulations and Standards.

REQUIRED QUALIFITIES/DISPOSITION AND PRIORITY OF PERSONALITY TRAITS

1. Leadership Qualities.
2. Administrative Ability.
3. Communication Skills.
4. Decisiveness.
5. Writing Skills.

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