JOB ROLE STATEMENT

ICT SECURITY ARCHITECT
LEVEL 6

DIRECTORATE   FINANCE AND COMMERCIAL SERVICES
BRANCH   INFORMATION MANAGEMENT   *POSITION NO*   P0070310

KEY RESPONSIBILITIES

Ensure access to Information and Telecommunication Technology (ICT) managed systems across Main Roads is authorised, registered and controlled to prevent accidental or malicious damage to data and ICT infrastructure. Ensure security standards, polices and all current practical security measures are implemented, tested and are kept current and fully documented.

KEY DELIVERIES

ICT Infrastructure Security
- Review performance and availability of Main Roads' ICT Security Systems and services.
- Identify problem and risk areas, design, propose and implement solutions to enhance ICT security systems and services.
- Research security trends relating to the provision of ICT Services, assess for relevance to Main Roads' operating environment and recommend suitable strategies and mitigations for infiltration security vulnerabilities and security incidents for ICT architecture.
- Initiate and manage projects designed to prepare Main Roads for responses to ICT security breaches, trends and to protect Main Roads' computer facilities, data resources and assets.
- Provide specialist advice on the management of anti-virus updates, agents and software on Main Roads' ICT network.
- Provide specialist advice on the management of security patches across all ICT infrastructure on Main Roads' network.
- Provide oversight to security reporting including internet usage and excessive or inappropriate use and co-ordinate auditing activities across Main Roads.
- Perform specialist investigations of security breaches and report on outcomes.
- Define, design and/or develop security standards and controls across a variety of technology stacks including networks, operating systems, databases and websites.
- Develop and review policies, procedures and standards for ICT security and manage their implementation to protect Main Roads' ICT infrastructure.

Leadership and Management
- Contribute to the formulation of the Branch's policy and strategy.
- Provide leadership in ICT security awareness to Main Roads' staff.
- Manage financial, technological, physical and other resources within agreed allocations to meet agreed outcomes.
- Manage employee behaviour, performance and development.

Stakeholder Relationships
- Build and maintain professional working relationships with internal staff and external stakeholders.
- Represent Main Roads and the Branch on working parties and forums relating to organisational ICT security.

SAFETY, HEALTH AND WELLBEING (SHW)
Responsible for active participation and performance to SHW standards as detailed by the Main Roads' Safety, Health and Wellbeing (SHW) Management System - refer to "SHW Roles and Responsibilities Procedure" on '*iRoads*' intranet.

LOCATION
Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a region for a period of time.

DYNAMIC RESOURCING
The incumbent of the position may be required to perform any other role within the incumbent's level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation's objectives and the incumbent's development.

REPORTING RELATIONSHIPS

This position reports to:

(A) TITLE AND LEVEL   *POSITION NO*
        MANAGER ICT ENTERPRISE ARCHITECTURE OFFICE   LEVEL 8   P0070329

ICT SECURITY ARCHITECT
LEVEL 6

| POSITIONS UNDER DIRECT SUPERVISION | | ALL POSITIONS UNDER CONTROL |

POSITIONS UNDER DIRECT SUPERVISION

List the position numbers, titles and levels of positions directly supervised

ALL POSITIONS UNDER CONTROL

State number of positions only

TITLE and LEVEL		POSITION No	CATEGORY	NUMBER
ICT Security Officer	LEVEL 5		Salaried, Wages	1
			TOTAL	1

SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE

ESSENTIAL:

- Substantial skill, knowledge and experience in:
  - protecting the security of Information and Communication Technology (ICT) infrastructure and services in a large and complex organisation
  - defining, designing and developing security policies, standards and controls across a variety of technology stacks including networks, operating systems, databases, websites and cloud technologies
  - working with discreet information and documentation
  - building and enhancing stakeholder relationships
  - managing financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
  - managing employee behaviour, performance and development

- Knowledge of:
  - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity

DESIRABLE:

- A Degree in Information and Telecommunication Technology (ICT) or other relevant discipline.
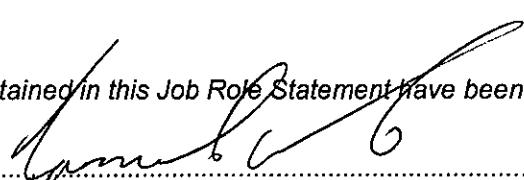
OTHER REQUIREMENTS:

Appointment to this role is also subject to:

- Possession of a current National Police Clearance.

CERTIFICATION

1.   The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE .... DATE .26/9/2019.
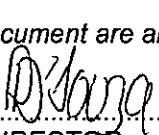   BRANCH/SECTION HEAD

2.   The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.
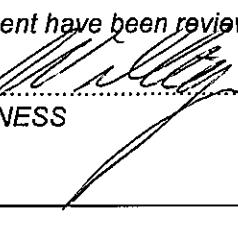
SIGNATURE .... DATE 26/09/2019
          EXECUTIVE DIRECTOR

3.   The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE .... DATE 26/9/19
          MANAGER HR BUSINESS