

Cybersecurity Technician

Position Details

Class Code: 1439

Job Family: Information System

Classification: Support Professional

Terms of Employment: [Pay Grade 57 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under general supervision, is responsible for supporting the Clark County School District (CCSD)'s cybersecurity efforts by monitoring systems, responding to security incidents, and assisting with the implementation of security measures. This position involves hands-on technical work to protect CCSD's information assets and ensure the integrity of its information technology (IT) infrastructure.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Monitors security alerts and notifications from security tools, including firewalls, intrusion detection systems, and antivirus software.
2. Assists in identifying and escalating potential security incidents or anomalies for further investigation.
3. Participates in the response to security incidents, helping to identify the nature of the incident and gathering relevant information for analysis.
4. Documents incidents and actions taken to ensure accurate records for future reference.
5. Assists in the configuration, installation, and maintenance of security tools and software, ensuring they are up-to-date and functioning properly.
6. Performs routine checks and audits on systems to identify vulnerabilities and recommends necessary updates.

7. Provides technical support to employees regarding security-related issues, including password resets, access controls, and phishing attempts.
 8. Conducts training sessions or workshops to educate staff on cybersecurity best practices and awareness.
 9. Maintains accurate records of security incidents, system configurations, and updates to security policies and procedures.
 10. Assists in the preparation of reports summarizing security incidents and vulnerabilities for management review.
 11. Works closely with the cybersecurity team and IT department to support the implementation of security initiatives.
 12. Collaborates with other teams to ensure security measures are integrated into all aspects of the organization's operations.
 13. Stays current with the latest cybersecurity trends, threats, and technologies.
 14. Participates in training and certification programs to enhance skills and knowledge in the cybersecurity field.
 15. Conforms to safety standards, as prescribed.
 16. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Assists in the development and implementation of computer network security protocols, with a focus on hands-on support. Participates in the installation, configuration, and maintenance of security infrastructure, including firewall systems, virtual private networks (VPNs), content filtering solutions, intrusion detection and prevention systems, and related technologies. Supports forensic analysis by helping investigate security incidents, identifying potential breaches, and preserving digital evidence. Works closely with IT and security teams to monitor network traffic, identify anomalies, and maintain security systems to ensure continuous protection.

Knowledge, Skills, and Abilities (Position Expectations)

1. Basic understanding of networking concepts, protocols, and security measures.
2. Strong analytical and problem-solving skills, with the ability to identify issues and recommend solutions.
3. Good communication skills, with the ability to convey technical information clearly to non-technical staff.

4. Detail-oriented, with strong organizational skills to manage multiple tasks effectively; familiarity with security tools and technologies, such as antivirus software, firewalls, and intrusion detection systems.
 5. Ability to recognize and report hazards and apply safe work methods.
 6. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (General Educational Development [GED], foreign equivalency, etc.).
2. Two (2) years of college courses in computer science or information security from an accredited college or university; and, two (2) years of experience supporting/operating telecommunications and networking security, application and systems security, application development security, user authentication and authorization management, information systems vulnerability assessment, and physical data security, with supervision of technical staff; or, Bachelor's degree from an accredited college or university in Computer Science, Information Technology, Cybersecurity, or a related field.

Licenses and Certifications

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Current driving history (dated within six [6] months from the date printed) issued by the Department of Motor Vehicles (DMV) at the time of application or Qualified Selection Pool (QSP) placement and at the time of interview prior to final selection.
3. Safe driving record. Safe driving record must be maintained for the duration of the assignment.

Preferred Qualifications

1. Experience with security information and event management (SIEM) tools or security monitoring platforms.
2. Knowledge of operating systems (e.g., Windows, Linux) and their security configurations.

3. Familiarity with regulatory requirements and compliance standards relevant to cybersecurity.
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Document(s) Required at Time of Application

1. High school transcript or other equivalent (GED, foreign equivalency, etc.).
 2. College transcripts from an accredited college or university.
 3. Copy of a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
 4. Copy of current driving history (dated with six [6] months from the date printed) issued by the DMV.
 5. Safe driving record.
 6. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

Enterprise Information Security Department, and travel to and from schools and other CCSD office settings.

Work Environment

Strength

Sedentary/light - exert force up to 20 lbs., occasionally; 10 lbs., frequently; negligible force, constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, Video Display Terminal screens, or other monitoring devices.

Environmental Conditions

Climate-controlled office setting with temperatures ranging from mild to moderate cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards

Furniture, office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks

CCSD-issued/personal vehicles, various computers, printers, copiers, calculators, fax machines, telephones, filing cabinets/equipment, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Created: 02/19/25