USC University of Southern California

Manager, Vulnerability Management

Job Description

JOB INFORMATION

Job Code:	166075
Job Title:	Manager, Vulnerability Management
FLSA Status:	Exempt
Supervisory:	May oversee student, temporary and/or resource workers.; Supervises employees who do not supervise.
Job Family:	IT Security
Job Family Group:	Information Technology
Management Level:	5 Manager

JOB SUMMARY

Drives vulnerability management strategies and goals through coaching, mentoring and career guidance. Develops and maintains strong partnerships with university stakeholders, ensuring end-to-end vulnerability remediation. Directs vulnerability assessments and penetration tests, assists with strategic planning, supports compliance and risk management activities, and pushes for improvements to mitigate risk.

JOB QUALIFICATIONS:

Education

Req	*Pref*	*Degree*	*Field of Study*	
X		Bachelor's degree		
	X	Master's degree	in related field(s)	

Additional Education

Check here if experience may substitute for some of the above education.

	Combined experience/education as substitute for minimum education

Work Experience

Req	*Pref*	*Work Experience*	*Experience Level*	
X		7 years		
X		3 years	leading a vulnerability management program, with the ability to prioritize projects and deliverables.	
	X	10 years		

Additional Work Experience

Check here if education may substitute for some of the above work experience.

	Combined experience/education as substitute for minimum work experience

Knowledge, Skills and Abilities

Req	*Pref*	*Functional Skills*
X		Extensive experience in information security management and knowledge of internet security and networking protocols.

Knowledge, Skills and Abilities

Req	*Pref*	*Functional Skills*
X		Demonstrated understanding of vulnerability management and security testing practices and methodologies.
X		Experience building infrastructure and application vulnerability management programs.
X		Thorough knowledge of cloud computing and security issues related to cloud environments.
X		Ability to evaluate business risks and recommend appropriate information security measures.
X		Proven understanding of common vulnerability frameworks (e.g., CVSS, OWASP Top 10).
X		Ability to quickly adapt as the external environment and organization evolves.
X		Experience in configuration management of vulnerability assessment tools and static/dynamic application security testing.
X		Understanding of system, application, and database-hardening techniques and practices.
X		Ability to interact effectively at all levels of an organization and across diverse cultural and linguistic barriers.
X		Project management experience.
X		Excellent written and oral communication skills.
	X	Experienced in presenting to large groups with confidence and polished presentation skills.
	X	Experience in penetration testing.

Certifications

Req	*Pref*	*Select Certifications*	*Enter Additional Certifications*
	X		Working toward or has CISSP, CISSP-ISSMP, CISM, and/or CRISC certifications

Other Job Factors

- Ability to work evenings, weekends and holidays as the schedule dictates.

JOB ACCOUNTABILITIES

	% Time	*Essential*	*Marginal*	*N/A*
Ensures continuous vulnerability lifecycle management within the university, detecting, monitoring, reporting, and assessing impact on vulnerability-related data from internal/external sources. Develops and drives remediation strategies to address vulnerabilities and reduce attack surface. Assists with strategic planning, driving improvements and providing input on capabilities and methods for vulnerability management and security testing. Supports compliance and risk management activities, recommending security controls and corrective actions to mitigate vulnerability risks.				
Drives requirements definition, evaluation, recommendation, implementation, and troubleshooting of vulnerability management tools. Develops security testing capabilities and directs ongoing vulnerability assessments and penetration tests. Assesses current and emerging threats, cyberattacks, and zero-day vulnerabilities that pose risks to the university. Notifies partners on threats and vulnerabilities to reduce the attack surface.				
Develops and maintains strong partnerships to drive end-to-end vulnerability remediation, ensure consistent customer experience, broaden awareness and use of services, and educate users on security best practices integrated in key areas. Partners with IT teams to assess potential negative impacts of remediation and apply compensating/mitigating controls. Provides communications across the organization, interfacing with senior leadership, driving security hardening best practices, and representing the vulnerability management team with customers and partners.				
Leads and supports vulnerability management team, establishing team and individual goals that support overall objectives. Coaches, mentors, and provides career development guidance. Establishes daily operations, regular communications, and resource planning, providing guidance, relaying expectations and leading team initiatives and activities. Recruits, screens, hires, trains and directly supervises all assigned subordinate staff. Evaluates employee performance. Counsels, disciplines and/or terminates employees, as required.				

JOB ACCOUNTABILITIES

	% Time	*Essential*	*Marginal*	*N/A*
Maintains awareness and knowledge of current changes within legal, regulatory, and technological environments which may affect operations. Ensures senior management and staff are informed of any changes in a timely manner. Establishes and maintains network of professional contacts. Maintains membership in appropriate professional organizations and publications. Attends meetings, seminars and conferences and maintains continuity of any required or desirable certifications, if applicable.				
Promotes an environment that fosters inclusive relationships and creates unbiased opportunities for contributions through ideas, words, and actions that uphold principles of the USC Code of Ethics. Recommends departmental goals and objectives (e.g., workforce planning, compensation). Reassesses or redefines priorities as appropriate in order to achieve performance objectives.				

Other Requirements

Essential:	*Emergency Response/Recovery*	*Essential:*	*Mandated Reporter*
	In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.		A mandated reporter who in his or her professional capacity has knowledge of, or reasonably suspects a person who is under the age of 18 years, elderly, or a dependent adult has been the victim of abuse or neglect must report the suspected incident. The reporter must contact a designated agency immediately or as soon as practically possible by telephone or in writing within 36 hours. By virtue of the associated job duties, this position qualifies as a mandated reporter as required by state law and USC’s policy at: https://policy.usc.edu/mandated-reporters/

Campus Security Authority (CSA)	*Essential:*
By virtue of the associated job duties, this position qualifies as a Campus Security Authority as required by law and USC’s policy at: https://dps.usc.edu/alerts/clery/	No

ACKNOWLEDGMENTS

The above statements reflect the essential and non-essential functions as necessary to describe the principle contents of the job. They are not intended to be a complete statement of all work requirements or duties that may be required of the position. I understand that I may be asked to perform other duties as assigned. USC reserves the right to add or change duties at any time.

The University of Southern California is an Equal Opportunity Employer. USC prohibits discrimination on any basis protected under federal, state, or local law, regulation, or ordinance or university policies. All employment decisions are based on individual qualifications and business need.

I acknowledge receipt of this job description and its associated physical requirements. I have read and understand the job description and job requirements and agree to abide by their contents. I realize that duties may be requested of me that are not specifically stated herein. I understand that I will be expected to adjust to potential fluctuations in work volume. I understand that, if I have any questions about the essential functions or expectations of my position, my supervisor and/or HR partner are available to discuss them with me.

______________________________	______________________________	__________________
Print Employee Name	Signature	Date
______________________________	______________________________	__________________
Print Manager Name	Signature	Date

This job description describes the general nature and level of work required by the position. It is not intended to be an all-inclusive list of qualifications, skills,
duties, responsibilities or working conditions of the job. The job description is subject to change with or without notice, and Management reserves the right to add, modify or remove any qualification or duty. Nothing in this job description changes the

existing at-will employment relationship between the university and the employee occupying the position.