



**USC** University of  
Southern California

## Security Architecture Analyst Job Description

### JOB INFORMATION

<i>Job Code:</i>	166027
<i>Job Title:</i>	Security Architecture Analyst
<i>FLSA Status:</i>	Exempt
<i>Supervisory:</i>	May oversee student, temporary and/or resource workers.
<i>Job Family:</i>	IT Security
<i>Job Family Group:</i>	Information Technology
<i>Management Level:</i>	7 Individual Contributor

### JOB SUMMARY

Responsible for the evaluation of information security systems, network architectures, and other pertinent security systems. Ensures security architectures adhere to industry best standards and the university's security policies and procedures. Safeguards all information and data on networks and systems, and ensures that all networks and computer systems are adequately secure and protected to prevent unauthorized access. Analyzes potential security breaches and recommends corrective actions to resolve and/or prevent reoccurrences. Supports awareness of ITS security standards through regular reporting of key security component metrics.

### JOB QUALIFICATIONS:

#### Education

<i>Req</i>	<i>Pref</i>	<i>Degree</i>	<i>Field of Study</i>
X		Bachelor's degree	

#### Additional Education

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

X Combined experience/education as substitute for minimum education

#### Work Experience

<i>Req</i>	<i>Pref</i>	<i>Work Experience</i>	<i>Experience Level</i>
X		5 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

<i>Req</i>	<i>Pref</i>	<i>Functional Skills</i>
X		Strong security architecture design experience.
X		Extensive knowledge of network security technologies and solutions.
X		Strong understanding of information security best practices.
X		Working knowledge of network security concepts and strategies, including network security fundamentals and attack strategies.

## Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Working knowledge of application frameworks, security concepts and strategies.
X		Working knowledge of technology used in modern data center environments, such as virtualization, containerization, cloud, high availability and disaster recovery.
X		A solid technical foundation in the delivery of enabling technologies and applications.
X		Ability to design, evaluate and document processes and lead teams in accomplishing process review and improvement.
X		Understanding of Software Development Lifecycle (SDLC) and Infrastructure Development Lifecycle (IDLC) processes.
	X	Strong understanding of information security across all security domains and the relationship between threats, vulnerabilities and information value in the context of risk management.
	X	Experience performing information security risk assessments and risk analysis.
	X	Experience in development of secure architecture diagrams.
	X	Ability to interface with teams across the ITS Information Security organization, such as Enterprise and Infrastructure Services, ITS Information Security, and across USC, such as Internal Audit, etc.

## Other Job Factors

### JOB ACCOUNTABILITIES

	% Time	Essential	Marginal	N/A
Plans security architect systems by evaluating application, system, network and security technologies. Develops requirements for application, system and network architectures so they meet or exceed compliance requirements and/or industry best-practices.				
Works closely with the Systems and Network teams to integrate security solutions into the infrastructure.				
Identifies required security controls and design elements for new technologies, processes, and tools that may be introduced to the USC environment.				
Maintains and approves security architecture standards as part of Information Security policies, procedures and standards.				
Defines requirements for detailed security standards and configuration baselines.				
Recommends security solutions based on knowledge of best practices.				
Coordinates with Schools, Units and Hospitals for implementation of secure architecture principles and standards.				
Develops processes to integrate security architecture with change management and systems development (SDLC/IDLC)				
Measures and monitors security architecture and reporting metrics on key components.				
Maintains awareness and knowledge of current changes within legal, regulatory, and technology environments which may affect operations. Ensures senior management and staff are informed of any changes and updates in a timely manner. Establishes and maintains appropriate 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.				

## 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		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

<b>Other Requirements</b>			
<i>Essential:</i>	<i>Emergency Response/Recovery</i>	<i>Essential:</i>	<i>Mandated Reporter</i>
	following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.		of the associated job duties, this position qualifies as a mandated reporter as required by state law and USC's policy at: <a href="https://policy.usc.edu/mandated-reporters/">https://policy.usc.edu/mandated-reporters/</a>
<i>Campus Security Authority (CSA)</i>			<i>Essential:</i>
By virtue of the associated job duties, this position qualifies as a Campus Security Authority as required by law and USC's policy at: <a href="https://dps.usc.edu/alerts/clery/">https://dps.usc.edu/alerts/clery/</a>			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.