



## Senior Security Engineer

Department	Information Technology – Network Security Services
FLSA Status	Exempt
Reports To:	Chief Technology Officer

### JOB SUMMARY

The IT Senior Security Engineer will design, implement, and manage the security systems and infrastructure necessary to protect our organization's data, networks, and systems. This role requires expertise in identifying vulnerabilities, conducting risk assessments, and ensuring compliance with industry security standards and protocols. The ideal candidate will work collaboratively with other LEARN team members, staying up to date with the latest security threats and tools to safeguard our systems effectively. This position will serve as a technical leader and will play a pivotal part in developing future security-based services for LEARN's membership.

### ESSENTIAL FUNCTIONS

- Design, configure, and maintain security infrastructure, including firewalls, intrusion detection systems, and encryption solutions.
- Conduct regular security assessments, vulnerability scans, and penetration tests to identify potential threats or areas of improvement.
- Develop and implement incident response plans. Investigate security breaches and work to contain and mitigate damage.
- Ensure robust network security protocols are in place, monitoring for anomalies or unauthorized access.
- Implement and oversee access control systems, ensuring only authorized users have access to sensitive systems and data.
- Enforce compliance with security policies and regulatory standards, including PCI, HIPAA, and GDPR, where applicable.
- Conduct security awareness training for employees to mitigate risks associated with phishing and other common threats.
- Provide project planning, implementation and successful execution of projects including technical design, and detailed documentation.

### OTHER DUTIES

- Interact and collaborate with vendors and contractors for product/platform evaluation, technical implementation, and planning, and procuring cybersecurity products and services.
- Works with members and potential customers to understand current and future requirements and develop scalable and cost-efficient solutions based on their needs.
- Develop, implement, and maintain standard operational procedures and established standards.
- Work closely with other LEARN team members to ensure that security practices are integrated across all technology implementations.
- Stay informed on emerging security threats, technologies, and best practices to keep our systems protected and resilient.

- Assists with training team members.
- Completes necessary paperwork for the administrative/finance team in a timely manner and when requested (i.e., Timesheets, Leave reports, Travel reimbursements, purchasing card receipts, and packing slips.)

This job description is not designated to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

## **EDUCATION & EXPERIENCE**

- Educational Background: Bachelor's degree in Computer Science, Information Security, or a related field; relevant certifications (e.g., CISSP, CEH, CISM) are a plus.
- Experience: 6+ years of experience in IT security or a related field or equivalent combination of education and experience.
- Proficiency with security tools like firewalls, IDS/IPS, SIEM systems, endpoint protection, and encryption methods.
- Knowledge of cloud security (e.g., AWS, Azure) and DevSecOps practices.
- Hands-on experience with scripting languages like Python, PowerShell, or Bash.
- Familiarity with compliance frameworks and security standards (e.g., NIST, ISO 27001, SOX).
- Proficiency in Microsoft Office skills including Excel, Access, Word, PowerPoint, Teams, and Visio.

## **KNOWLEDGE, SKILLS & ABILITIES**

- Strong problem-solving skills and the ability to analyze complex security issues.
- Ability to communicate complex security concepts to non-technical team members.
- Ability to build collaborative working relationships with various internal and external stakeholders.
- Can conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities.
- Excellent organizational skills with demonstrated ability to execute projects on time and on budget.
- Excellent interpersonal and customer relationship skills.
- Proven ability to resolve conflicts and issues.
- Ability to thrive in a fast-paced, growth-focused environment.

## **PHYSICAL DEMANDS & WORK ENVIRONMENT**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Position Location: Strong preference is for this position to be based in the Dallas Metro area and operate from a home office in a virtual office environment. Work outside of an established schedule and working hours, including weekends and holidays, may be required.
- Travel Requirements: Frequent travel (up to 25%) is expected for this role. Travel includes visiting existing and future member venues and LEARN sites throughout Texas. Travels to Regional & National meetings and conferences in North America. Some overnight travel (up to 25% per year) is expected.

- Position requires a valid TX driver's license and ability to travel by car as well as by air
- This role requires on-call availability for resolving emergencies, both during regular and off-hours.
- This role requires prolonged sitting and working on a computer in a home office setting.
- Regularly required to stand, walk, sit, use hands; and reach with hands and arms.
- Must occasionally lift and/or move moderately heavy objects such as servers, switches, computers, and peripherals
- Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Dexterity of hands and fingers to operate a computer keyboard, mouse, power tools and other computer components.
- The noise level in the work environment is usually moderate.

To apply for this job, please submit a cover letter, resume, and application (found on the next page) in PDF format to [jobs@tx-learn.net](mailto:jobs@tx-learn.net) with "Sr Security Engineer" as the subject line.



# APPLICATION FOR EMPLOYMENT

## AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

Qualified applicants are considered for employment without regard to race, color, religion, gender, national origin, age, mental or physical disabilities, marital status, veteran status, sexual orientation, gender identity and/or expression, genetic information, or any other characteristic protected by applicable law. All employment decisions shall be consistent with the principles of equal opportunity employment. Accommodations to enable all individuals to participate in the application process may be provided upon advance request.

### ANSWER ALL QUESTIONS - PLEASE PRINT

Applicant's Name (Last) (First) (Middle)*		Date of Application
Are you known by any other names or aliases, including a maiden name? * <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what name(s) are you known by?		
Applicant's Current Address (Address, City, State, Zip)*		
Applicant's Email Address		
Telephone	Date Available for Work	
Position(s) Applied For (List Job Titles)	Status Desired <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary	
Referral Source <input type="checkbox"/> Advertisement	<input type="checkbox"/> Employment Agency _____	<input type="checkbox"/> College/Career Placement Office
<input type="checkbox"/> Job Fair	<input type="checkbox"/> Employee	<input type="checkbox"/> Other
Have you filed an application or been employed here before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes give date(s)		
Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you eligible to be lawfully employed in the United States (proof of citizenship or immigration status will be required upon employment)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status, etc.) to work legally for our Company in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No		
List any friends or relatives employed by the company.  What is the relationship?		
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, provide all detail** **Conviction of a crime will not automatically disqualify you from employment.		

### EMPLOYMENT EXPERIENCE (List relevant work experience. Start with your present or last job. Include military service assignments and volunteer activities)

Date From/To	Employer Name	Employer Address		
	Employer Phone Number	Job Title	Starting Salary / Hrly Rate	Final Salary / Hrly Rate
<b>1</b>	Supervisor	Reason for Leaving		
	Work Performed			May we contact <input type="checkbox"/> Yes <input type="checkbox"/> No
	Are you known by another name <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, What name?			
	Date From/To	Employer Name	Employer Address	
	Employer Phone Number	Job Title	Starting Salary / Hrly Rate	Final Salary / Hrly Rate
<b>2</b>	Supervisor	Reason for Leaving		
	Work Performed			May we contact <input type="checkbox"/> Yes <input type="checkbox"/> No
	Are you known by another name <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, What name?			

Date From/To	Employer Name	Employer Address		
	Employer Phone Number	Job Title	Starting Salary/ Hrly Rate	Final Salary/ Hrly Rate
<b>3</b>	Supervisor	Reason for Leaving		
	Work Performed	May we contact <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Are you known by another name <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, What name?	
Date From/To	Employer Name	Employer Address		
	Employer Phone Number	Job Title	Starting Salary/ Hrly Rate	Final Salary/ Hrly Rate
<b>4</b>	Supervisor	Reason for Leaving		
	Work Performed	May we contact <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Are you known by another name or do you have a maiden name? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, What name?	

**REFERENCES (List professional references only. Do not list friends or relatives)**

Name and Title	Email Address / Phone Number

Education	Name and Address of School	Course of Study	Did you Graduate?	List Diploma / Degree
High School				
College				
Other (Specify)				

**PRE-EMPLOYMENT STATEMENT**

I represent that my responses set forth in this application are truthful, accurate, and complete. Any and all false or inaccurate statements made by me in this Application or otherwise during the employment evaluation process shall be grounds both for rejecting my Application for employment , and, should I be hired by LEARN, termination of my employment.

I authorize representatives of LEARN to contact education institutions and employers designated in this Application for purposes of verification and investigation of my education and employment background and performance. Such individuals and organizations are authorized to release all such persons from liability or damages incurred as a result of furnishing such information. I understand that an unsatisfactory reference shall be grounds both for rejecting my Application for employment, and should I be hired by LEARN, termination of my employment. Should I be employed by LEARN, I understand that I could be subject to an outside probe if accused of wrongdoing.

Submission of the application does not entitle me to be interviewed by LEARN. Further, nothing in this Application or in the employment evaluation process shall be construed as either an offer of employment or an obligation on the part of LEARN to provide any benefit to me. Should I be employed by LEARN, I agree to comply with any and all employment rules and policies of LEARN.

After reading all of the terms of this Application, I hereby affirm that I understand and agree to the provisions of the same. I also agree that my employment with LEARN is on an "at-will" basis, meaning that such employment may be permanently discontinued by either LEARN (through discharge or layoff) or myself through voluntarily quitting at any time without notice and without any recourse of any kind by either party.

I affirm the information in this application is true and complete, and any intentional deception herein may be considered sufficient cause for dismissal.

Date\*

Applicant's Signature\*

**\*Required**