



JOB DESCRIPTION

JO #	769883
Business Title:	Cyber Security Graduate Intern
Positions Needed:	1
Hourly Range:	\$17.90 - \$26.73
Division/Work Unit:	Finance Information Technology / Cyber Security Unit
Work Location:	375 Pearl Street, New York, NY 10038 <i>(in-office position, NO REMOTE/HYBRID)</i>

The NYC Department of Finance (DOF) is responsible for administering the tax revenue laws of the city fairly, efficiently, and transparently to instill public confidence and encourage compliance while providing exceptional customer service.

Division Description:

DOF's Finance Information Technology (FIT) Division designs, builds, and supports all facets of DOF's computer systems, including hardware, software, applications, infrastructure, telephone, and data security. FIT delivers and administers tax-related payment programs for the City of New York by providing the information technology solutions needed to achieve its mission of collecting revenue while ensuring an efficient and improved customer experience. FIT is also responsible for the systems and websites which enable citywide payments, land records, property assessment, parking adjudications, customer service, and the Sheriff's public safety work.

Job Description:

FIT's Cyber Security Unit is seeking to hire a technical Cyber Security Graduate Intern, who will have an important role in the successful implementation of projects such as Data Loss Prevention (DLP), Security Information and Event Management (SIEM), as well as other critical strategic security initiatives. DOF has recruited top cyber professionals to form one of the largest cyber security teams in municipal government and through this team's efforts has implemented high-impact security protocols grounded in the NIST Cyber Security framework. The selected candidate should have technical talent, a strong work ethic, and exceptional organizational skills to contribute to this high-performing team to help propel the agency to even higher levels of maturity.

Reporting to, Director of Cyber Security Operations, the selected candidate's duties and responsibilities include but are not limited to the following:

- Assist with Cyber Security Forms and engage users to stream request and approval process.
- Support security efforts through development and application of systemic risk categories across critical infrastructure domains.
- Assist with malware analytics, risk management and testing.
- Provide recommendations to the CyberSecurity team for improving customer service and internal processes.
- Recognize problems by identifying abnormalities and report security violations.
- Assist with the implementation of security improvements.
- Participate in team meetings and contribute ideas and feedbacks.

- Assist on special projects and other tasks/duties as needed.

Preferred Skills:

- Enrolled in a graduate program or in Computer Science, Information Technology, or a directly related field or possess an undergraduate degree in Computer Science or Information Technology, or a directly related field.
- Demonstrated interest in the field of Cyber Security, preferably as evidenced by professional part-time, full-time, or internship experience.
- Strong analytical and problem-solving skills.
- Excellent communication and interpersonal skills with business and technical staff.
- Self-starter and team player with the ability to work independently and as part of a team.
- CompTIA Security + certification.
- Deep academic knowledge and professional experience in two or more of the following domains: Cyber Security, Network, Application Infrastructure, Software Development and Configuration, and Software Development Lifecycle.
- Experience with network security monitoring tools.
- Experience with Data Loss Prevention technology. - Certified Ethical Hacker (CEH).

Minimum Qualifications:

Candidates must be currently enrolled in a graduate degree program in an accredited college, university or law school.

Additional Information:

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.