

WORLD TRADE ORGANIZATION

WTO

Geneva

Vacancy Notice No. 442

The Secretariat of WTO is seeking to fill the position of IT Security Officer in the Informatics Division. Applications from men and women are equally welcome. Serving staff members interested in this position are also invited to apply.

- TITLE AND GRADE:** IT Security Officer – Grade 9¹
- STARTING SALARY:** Approximately Swiss francs 113,800 net p.a.
- OTHER CONDITIONS:** In accordance with WTO Staff and Pension Plan Regulations.
A package of expatriate benefits is available to staff recruited non-locally.
- TYPE OF APPOINTMENT:** Fixed-term for two years with possibility of extension.
- GENERAL FUNCTIONS:** The incumbent will serve in the Informatics Division.

As his/her primary responsibility, the incumbent, under the direct supervision of the Director, will have to review, maintain and enhance the current IT security policies, including the setup of policies for the proper use of personal computers, e-mail and Internet. He/she will also be responsible for defining procedures for security management, security requirements of all operating systems, network components and applications, access control principles and for promoting security awareness principles. He/she will initiate the reporting and handling of incidents and define the security audit policy. The incumbent will maintain close relations with other specialists in the Informatics Division to discuss the technical requirements to implement the policies and to install and maintain the necessary system tools to detect and protect against security intrusions. The incumbent will fully participate in the evolution of the design of the network and telecommunications infrastructure and complex information systems to ensure that the security components are adequately tested and implemented. The incumbent will be responsible for identifying security alerts, analyzing their relevancy to the Organization's infrastructure, informing and ensuring their timely deployment. The incumbent will be responsible for the preparation of an annual report to senior management as well as ad-hoc reports covering security breaches and hacking and any other issue relating to threats to the confidentiality and integrity of the Organization's electronic information.

In addition, the incumbent will perform the following functions:

- a) define and coordinate the required training for IT staff and users; build security awareness among staff through workshops and publishing articles on the Intranet;

¹ The post may be offered at a lower grade if the selected candidate does not fully meet all of the required qualifications.

- b) maintain close relations with counterparts in other organizations and vendors to discuss IT security solutions;
- c) perform such other tasks as may be assigned by the Director.

**REQUIRED
QUALIFICATIONS:**

A university degree in computer information science, mathematics or a related field. Good working knowledge and practical training in IT security concepts, hacking techniques and advanced enterprise IT protection systems. A minimum of eight years' experience with distributed systems, networking and telecommunications technology with at least 2 years more specifically focused on IT security-related issues (policy-making, implementation of security solutions, monitoring, contingency planning, recovery from attacks, evaluation of vulnerability, damage assessment, compromise and trace analysis, etc). Good working knowledge of LAN/WAN technology (routers, switches, VLANs, etc.), Windows NT and 2000, TCP/IP and Internet technologies (Web, DNS, FTP, mail relays, VPN, firewalls, intrusion detection systems, etc.). Good knowledge of authentication systems, use of certificates, digital signatures, data encryption for secure communication and Internet access to production systems. Good knowledge of the techniques used to compromise the integrity of IT infrastructures and systems.

LANGUAGES:

Excellent knowledge of English, including an ability to write accurately and concisely, conduct workshops and make presentations. Knowledge of French or Spanish would be an asset.

APPLICATIONS:²

An application form may be downloaded from the WTO website - www.wto.org – under "vacancies" or requested from:

Director, Administration and General Services Division
(Human Resources Section)
WTO
Centre William Rappard
154, rue de Lausanne
1211 Geneva 21
Switzerland

Fax: + 41-22-739-57-72

Completed forms should be returned to the above address.

All applications will be acknowledged, although a delay in answering must be expected. Only applicants possessing the required qualifications will be taken into consideration.

**CLOSING DATE OF THIS
VACANCY NOTICE:**

31 October 2001

²Only applications from nationals of WTO Members will be accepted.