



Duty Statement

Request for Personnel Action (RPA) Number 2223-01971	Effective Date
Classification Title Information Technology Manager I	Position Number 564-184-1405-006
Working Title Security Intelligence Unit Manager	Bureau and Section Privacy, Security & Disclosure Bureau

Our mission is to help taxpayers file timely and accurate tax returns, and pay the correct amount to fund services important to Californians. In order to support this mission, FTB employees strive to develop in CalHR's Core Competencies: Collaboration, Communication, Customer Engagement, Digital Fluency, Diversity and Inclusion, Innovative Mindset, Interpersonal Skills, and Resilience. Core competencies are the knowledge, skills, and behaviors which are foundational to all state employees regardless of classification.

General Statement

Under the general direction of the Security Operations Section Manager (ITM II), the incumbent acts as the technical security expert and manager for Security Intelligence unit at Franchise Tax Board (FTB). The incumbent will have technical responsibility for planning, organizing, coordinating, directing and controlling the direction of the Security Intelligence Unit (SIU) at FTB and provide guidance and support to External Monitoring Team Supervisor. The incumbent will lead the efforts in the researching and identification of information security trends and technologies. All work is performed within the framework of the department's mission and values and is geared toward improving the effectiveness and efficiency of the department's business programs. The Functions of this position encompass the Information Technology (IT) Domain of Information Security Engineering.

Essential Functions

Percentage	Description
25%	Management of Security Intelligence Unit and programs <ul style="list-style-type: none">Plans, organizes and directs the activities of technical and analytical staff in the SIU. Establishes priorities and assigns workloads.Provides leadership and oversight to staff in the unit on highly technical and sensitive issues.Recruits skilled staff and develops training plans to ensure skills are maintained.Evaluates staff performance and establishes work standards for the unit.
25%	Management of External Monitoring Team and programs <ul style="list-style-type: none">Guide the supervisor of EMT team to perform most difficult or sensitive work related to the investigation and analysis of external activity alerts which enables FTB to respond and stop fraudulent activities in a timely manner and assists in combating evolving fraud attempts.Assist with high risk and high impact enterprise decisions communicationsProvide guidance on setting priorities and creating business plans of External Monitoring Team
25%	Implementation of FTB's Cybersecurity Intelligence Functions <ul style="list-style-type: none">Lead the effort in formulating and implementing FTB's cybersecurity intelligence program.Lead complex information security projects as it relates to cybersecurity intelligence program. Directs subordinate staff in the planning, design, test, implementation and maintenance of project deliverables.Perform research on the most complex security trends and issues necessary to mitigate threats in FTB systems and processes.Play a major role in the development of IT security policies and standards including implementation approaches and plans.

