



The Eastern Shores School Board is seeking applications from interested candidates for the following position: **INFORMATION SECURITY ANALYST (2120)**

Posting#	ESSB P25/26-02
Workplace	Will be determined according to successful candidate
Status	Regular
Workload	35 hours per week
Annual Salary	Between \$54 442 and \$93 306
Work schedule	Monday to Friday
Immediate supervisor	Director of Informational Technology
Start Date	October 13 th 2025
Date of Posting	September 17 th 2025
DEADLINE FOR APPLICATIONS	October 1st 2025, 4 pm

NATURE OF THE WORK

The Information Security Analyst will be responsible for the ongoing protection of the organization's information, assets and infrastructure by closely collaborating with necessary personnel and ensuring that all activities comply with industry standards and applicable legislation.

CHARACTERISTIC FUNCTIONS

- Assist in vulnerability management by optimizing deployment of patches and fixes;
- Monitor networks and systems for suspicious activity and potential security breaches;
- Plan, implement and maintain security measures based on industry best practice recommendations and governmental obligations;
- Install, test, and use appropriate security tools such as antivirus systems and automated threat detection and prevention systems to ensure that security measures are in place and functioning as intended;
- Contain, mitigate and respond to security breaches;
- Document policies, procedures, and tests related to IT security and emergency measures;
- Consult with users to identify and document requirements, assess physical and technical risks to data, software, and hardware security.

REQUIRED QUALIFICATIONS

Hold a terminal undergraduate or graduate university degree in cyber security, computer science, information management, or another related field.



REQUIRED SKILLS

- Mastery of cyber security concepts (governance framework, audits, risk management, access management, system and application protection);
- High technical and learning agility;
- Knowledge of cyber security software;
- Analytical and critical thinking skills;
- Excellent understanding of the technological environment and organizational functions;
- Ability to work in a multidisciplinary team;
- Strong interpersonal and influencing skills;
- Ability to manage multiple files simultaneously and solve complex problems;
- Experience working with Microsoft Active Directory domains.

OTHER ASSETS

- Knowledge of ITIL;
- Security certification;
- Familiar with Fortinet firewalls and switches;
- Familiar with Microsoft O365 and Azure security platforms (EDR);
- Familiar with Cisco switches.

WORKING CONDITIONS

- Annual salary ranging from \$54,442 to \$93,306, depending on experience;
- Work schedule: Monday to Friday;
- Home base: To be determined based on the selected candidate;
- Number of hours per week: 35 hours;
- Status: Regular full-time position.

Interested candidates should forward their curriculum vitae, transcripts and diplomas, indicating the posting number **ESSB P25/26 -02 in the subject line and send them to job.opportunity@essb.qc.ca.
Deadline: October 1st 2025, 4 pm.**

Eastern Shores School Board is committed to equal access to employment and encourages applications from women, Aboriginal peoples, visible minorities, ethnic minorities and persons with disabilities. ESSB will only contact the candidates selected for interviews.