



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

Posting#	ESSB P26/27-02
Workplace	Will be determined according to successful candidate
Status	Regular
Workload	35 hours per week
Annual Salary	Between \$55 812 and \$95 643
Work schedule	Monday to Friday
Immediate supervisor	Director General
Start Date	August 24 th 2026
Date of Posting	July 8 th 2026
DEADLINE FOR APPLICATIONS	August 07 th 2026, 4 pm

NATURE OF THE WORK

The Information Security Analyst is responsible for implementing cybersecurity measures and ensuring the ongoing protection of the organization's information, personal data, assets, and infrastructure by preventing the exfiltration of such data.

The analyst understands their environment and proactively monitors its evolution to identify vulnerabilities and threats affecting systems. They analyze security incidents, establish a diagnosis, respond appropriately, and implement solutions or mitigation measures that comply with the security requirements of their organization and industry best practices.

CHARACTERISTIC FUNCTIONS

- Design, use, and maintain databases and applications (COPIN & RIO files/projects).
- Contribute to vulnerability management by optimizing the deployment of patches and updates.
- Monitor networks and systems to detect suspicious activity and potential security vulnerabilities.
- Plan, implement, and maintain security measures based on industry best-practice recommendations and government requirements.
- Install, verify, and use security software and tools such as antivirus systems and automated threat detection and prevention systems to ensure that security controls are in place and functioning as intended.
- Contain, mitigate, and respond to security breaches and incidents.
- Provide recommendations regarding issues related to information systems.
- Optimize software efficiency and quality.
- Design and optimize algorithms.
- Design and implement procedures related to the software development lifecycle.
- Document information security policies, procedures, testing activities, and emergency response measures.
- Consult with users to identify and document requirements and assess physical and technical risks related to the security of data, software, and hardware.



- Prepare presentations and written reports based on research, data collection, and analysis from multiple sources.

REQUIRED QUALIFICATIONS

Hold a bachelor's or master's degree in Cybersecurity, Computer Science, Information Management, or another related field.

REQUIRED SKILLS

- Strong knowledge of cybersecurity concepts, including governance frameworks, audits, risk management, access management, and the protection of systems and applications.
- High level of technical aptitude and learning agility.
- Knowledge of cybersecurity software and tools.
- Strong analytical and critical-thinking skills.
- Excellent understanding of the technological environment and organizational functions.
- Ability to work effectively within a multidisciplinary team.
- Strong interpersonal and influencing skills.
- Ability to manage multiple projects 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 \$55,812 to \$95,643, 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 P26/27-02 in the subject line and send them to job.opportunity@essb.qc.ca.
Deadline: August 07, 2026, 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.