



POSITION DESCRIPTION

GCSB Access Engineer

Unit/Branch, Directorate: Access, Intelligence Directorate

Location: Wellington

Direct reports: Nil

Salary range:
L1- \$68,316 - \$102,474
L2 - \$77,711 - \$116,567
L3 - \$90,366 - \$135,548

Purpose of position: An Access Engineer is responsible for the technical management of collection systems. This involves problem solving and undertaking relevant technical research and analysis to ensure the effectiveness of collection systems in support of the Intelligence Directorate mission. This is a multi-level role and progression between levels is based on set criteria under a competency framework.

Our mission at the GCSB is to protect and enhance New Zealand's security and wellbeing.

Our values are Respect, Commitment, Integrity and Courage

Intelligence Directorate purpose: The core activities of the Intelligence Directorate are the planning and conduct of GCSB intelligence collection, processing, production, and distribution in accordance with agreed Government policy and requirements, and the overall coordination of New Zealand operational intelligence assets to meet national requirements.

The Directorate is also responsible for providing support to military operations, support to other agencies under section 13 of the Intelligence and Security Act and the operation of a 24x7 intelligence watch and warn service for the NZ Government.



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Key accountabilities	Deliverables/Outcomes
<p>Analysing and maintaining collection systems</p> <ul style="list-style-type: none"> • Day-to-day operational management of collection systems • Problem-solving technical issues and implementing operational enhancements 	<ul style="list-style-type: none"> • Collection systems are meeting the business requirements of GCSB Intelligence Directorate • Issues are resolved consistent with policy and over-arching security requirements
<p>Undertaking relevant analysis and research</p> <ul style="list-style-type: none"> • Research a variety of technologies, tools and techniques 	<ul style="list-style-type: none"> • Research into technologies, tools and techniques is of a high standard • Results of research and analysis enhances collection systems
<p>Assisting and advising other GCSB units and Partner agencies as required</p> <ul style="list-style-type: none"> • Using subject matter or technology expertise to support other GCSB units 	<ul style="list-style-type: none"> • Able to use expertise to provide unique contributions to other units and Partners
<p>Health and safety (for self)</p> <ul style="list-style-type: none"> • Work safely and take responsibility for keeping self and colleagues free from harm • Report all incidents and hazards promptly • Know what to do in the event of an emergency • Cooperate in implementing return to work plans • Be a visible role model at all times • Follow GCSB's safety rules and procedures 	<ul style="list-style-type: none"> • A safe and healthy workplace for all people using our sites as a place of work • All requirements in the NZIC Health and Safety policy and procedures are met
<p>Other duties</p>	<p>Any other duties that fall within the scope of the position</p>

Position delegation	
Financial delegation:	None

Key stakeholders	
Internal:	<ul style="list-style-type: none"> • Access Operations Unit staff • Access Operations Unit customers and stakeholders
External:	<ul style="list-style-type: none"> • NZIC Counterparts • Partner Agencies

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Person Specification	
Experience:	<ul style="list-style-type: none">• This is a multi-level position – Level 1-3. Typically 3-5 years including external experience is required to achieve at fully effective level 2 within this role• Typically 5-10 years including external experience is required to achieve at fully effective level 3 within this role
Knowledge and Skills:	<ul style="list-style-type: none">• Detailed knowledge of networking technologies such as TCP/IP and routing protocols.• A sound understanding of computer security concepts from either a Microsoft Windows or Linux/UNIX perspective
Qualifications and Courses:	<ul style="list-style-type: none">• A tertiary qualification in an information technology-related field such as computer science, engineering, telecommunications, or information science/technology, or equivalent learning through experience <p><i>Desirable</i> Industry IT-related qualifications such as:</p> <ul style="list-style-type: none">• RedHat Certified Administrator• VMware Certification• Microsoft Certified Systems Engineer• Cisco Certified Network Associate• Qualifications in Project Management, such as PRINCE2.
Specific Job Requirements:	<ul style="list-style-type: none">• Ability to obtain and maintain a TSS security clearance

NZIC Competencies

In addition to the Person Specification above, competency standards which outline the development requirements of the position are set out under the NZ Intelligence Community (NZIC) Career Pathways framework. The Career Pathways framework enables progression within the job.

Full descriptions of progression competencies and an overview of the NZIC Career Pathways framework is available on appointment.

The position is aligned to the Information Engineering competency framework.

Changes to Position Description

Positions in the GCSB may change over time as the organisation develops. Therefore we are committed to maintaining a flexible organisation structure that best enables us to meet changing market and customer needs. Responsibilities for this position may change over time as the job evolves. This Position Description may be reviewed as part of planning for the annual performance cycle.

Date PD reviewed: 10/04/2019

Signatures		
Manager's Name		
Signature		Date:
Employee's Name		
Signature		Date: