



New Zealand  
Security Intelligence  
Service  
Te Pā Whakamarumarū

## POSITION DESCRIPTION

### NZSIS Protective Monitoring Centre (PMC) Engineer

<b>Unit, Directorate:</b>	Security Service, Protective Security (PS)
<b>Location:</b>	Wellington
<b>Salary range:</b>	G \$68,316 - \$102,474 H \$77,711 - \$116,567 I \$90,366 - \$135,548

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#### Purpose of position:

The role of Protective Monitoring Centre (PMC) Engineer exists to create, support and develop the infrastructure to support PMC functions.

The role holder must understand the business environment, comply with national and international guidelines and standards, liaise with internal and external counterparts, and provide technological and security recommendations.

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**Our mission** at the NZSIS is to keep New Zealand and New Zealanders safe and secure

**Our values** are Collaborative, Courageous, Positive, Driven and Self-aware

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#### Protective Security purpose:

The Protective Security (PS) Directorate delivers a full range of protective security functions to the New Zealand Intelligence Community (NZIC) and for New Zealand. Our focus is also on leveraging the strong foundations that we have established to enhance our recognition as a NZIC protective security exemplar and to assist key New Zealand institutions to mitigate their insider threat risks through effective security clearance management, vetting services and counter intelligence functions.

The PS Directorate also leads the implementation of the Protective Security Requirements (PSR) programme, which aims to substantially improve the security culture of the public service and, potentially, the private sector.

**BEYOND  
ORDINARY**

We are. **Are you?**



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Te Rōpū Pārongo Tārehu o Aotearoa  
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Key accountabilities	Deliverables/Outcomes
<b>PMC Infrastructure and Network</b>	<ul style="list-style-type: none"> <li>• Building, maintaining and enhancing PMC infrastructure, hardware, scripts, servers, applications, virtual machines and network</li> <li>• Scripting to enable audit data ingestion, delivery, translation, and analytics</li> <li>• Undertake potentially large and complex infrastructure projects across more than one site</li> <li>• Ensure team data and infrastructure is protected, redundant and secure</li> <li>• Identify areas for process improvements</li> <li>• Enable compliance with internal, national and international standards and guidelines</li> </ul>
<b>Research and Development</b>	<ul style="list-style-type: none"> <li>• Researching new tools, technologies, analytics, infrastructure and applications to enhance PMC capability</li> <li>• Enhancing and optimising the efficiency and capability of PMC infrastructure and network</li> <li>• Identify capability building requirements and process improvement opportunities</li> </ul>
<b>Managing Relationships</b>	<ul style="list-style-type: none"> <li>• Work with PMC team members to enhance PMC technical capability</li> <li>• Building technical partnerships across the NZIC and international partners</li> <li>• Capability building and process improvement opportunities are identified and reported to relevant stakeholders</li> <li>• Liaise with NZIC &amp; international partners to enhance the capabilities of the PMC and share knowledge, and contribute to working groups as and when required</li> </ul>
<b>Documentation</b>	<ul style="list-style-type: none"> <li>• Maintain relevant system documentation</li> <li>• Develop and maintain standard operating procedures and business practices</li> </ul>
<b>Health and safety (for self)</b> <ul style="list-style-type: none"> <li>• Work safely and take responsibility for keeping self and colleagues free from harm</li> <li>• Report all incidents and hazards promptly</li> <li>• Know what to do in the event of an emergency</li> <li>• Cooperate in implementing return to</li> </ul>	<ul style="list-style-type: none"> <li>• A safe and healthy workplace for all people using our sites as a place of work</li> <li>• All requirements in the NZIC Health and Safety policy and procedures are met</li> </ul>



Key accountabilities	Deliverables/Outcomes
work plans <ul style="list-style-type: none"> <li>• Be a <b>visible</b> role model at all times</li> <li>• <b>Follow</b> NZSIS's safety rules and procedures</li> </ul>	
Other duties	Any other duties that fall within the scope of the position

Position delegation	
<b>Financial delegation:</b>	None

Key stakeholders	
<b>Internal:</b>	<ul style="list-style-type: none"> <li>• IT Support teams</li> <li>• IT Security and other internal security personnel</li> <li>• System Owners and internal stakeholders</li> <li>• People Managers</li> </ul>
<b>External:</b>	<ul style="list-style-type: none"> <li>• New Zealand Intelligence Community</li> <li>• International Partners</li> <li>• Product Vendors</li> <li>• PMC Reporting Customers</li> <li>• External government agencies as required</li> </ul>

Person Specification	
<b>Experience:</b>	<p><i>Essential</i></p> <ul style="list-style-type: none"> <li>• Solid experience in Windows and Unix</li> <li>• Experience in virtualisation technologies</li> <li>• Experience with switches, routers, and firewalls</li> <li>• Scripting experience</li> </ul> <p><i>Desirable</i></p> <ul style="list-style-type: none"> <li>• Experience with auditing and/or log analysis tools</li> <li>• Experience in IT Security</li> <li>• Development experience</li> </ul>
<b>Knowledge and Skills:</b>	<p><i>Essential</i></p> <ul style="list-style-type: none"> <li>• Strong written and verbal communication skills</li> <li>• Excellent analytical and fault finding skills</li> </ul> <p><i>Desirable</i></p> <ul style="list-style-type: none"> <li>• Familiarity with the SIEM environment</li> <li>• SAN Configuration</li> </ul>



Person Specification	
<b>Qualifications and Courses:</b>	<p><i>Essential</i></p> <ul style="list-style-type: none"> <li>• Tertiary level qualification (Bachelor level) in Information Technology or Computer Science or equivalent experience</li> </ul> <p><i>Desirable</i></p> <ul style="list-style-type: none"> <li>• Operating System Certification: MCITP, MCSE, RHCSA, etc</li> <li>• IT Security Certification: CISSP, CSSP, GIAC, etc</li> </ul>
<b>Specific Job Requirements:</b>	<p><i>Essential</i></p> <ul style="list-style-type: none"> <li>• Must be prepared to undertake both national and international travel</li> <li>• Must hold New Zealand citizenship</li> <li>• Must be suitable to be granted and retain a Top Secret Special (TSS) security clearance</li> <li>• Demonstrate sound judgment, tact and integrity in dealing with sensitive issues.</li> </ul> <p><i>Desirable</i></p> <ul style="list-style-type: none"> <li>• Willing to embrace and implement directed change</li> <li>• Possess a proven ability to work collaboratively</li> <li>• Be able to identify areas for process improvement</li> <li>• Possess highly developed conceptual and analytical skills and experience in developing and implementing workable solutions to ambiguous and complex problems</li> <li>• Able to identify risks and effective mitigation and consistently use sound judgement on key issues using the best evidence available</li> <li>• Thinks critically and logically</li> <li>• Possess excellent communication and interpersonal skills</li> <li>• Able and willing to learn new and sometimes complex skills</li> <li>• Possess excellent organisational skills and the ability to prioritise and work to deadlines</li> <li>• Display initiative and self-confidence</li> <li>• Demonstrate resilience to operate under pressure and correctly identify and assess risk, and make justifiable operational decisions</li> </ul>



## 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 and Security competency framework.

## Changes to Position Description

Positions in the NZSIS 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: 25/02/2019

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

