_____

Summary

Job title	Senior Linux DevOps Engineer
Division	University Administration and Services
Department	Assurance Directorate
Location	Oxford/Hybrid
Grade and salary	Grade 8: **45,585 – 54,395** per annum
Hours	Full time
Contract type	Permanent
Reporting to	Deputy CISO/Head of Cyber Security Operations
Vacancy reference	[Xxxx]
Additional information	Acceptance into this role is subject to security pre-employment University Enhanced Level Screening including a satisfactory DBS BASIC check. **Please ensure that you upload a supporting statement as candidates will be judged on the basis of the following criteria and their application should address each point to show how their experience and skills meet the criteria. Examples of relevant experience and skills may have been gained through paid employment, voluntary/community work, domestic responsibilities, spare time activities or training.**

The role

The Oxford University Information Security Operations, also known as OxCERT, is currently expanding, and modernising its existing cyber security infrastructure. The team manages an on-prem highly available Elasticsearch SIEM solution ingesting more than 1TB of data per day and various other services including vulnerability scanning, an Intrusion Detection System (IDS), and a 100Gb/s Netflow generator.

This role comprises joining the Cyber Security infrastructure team to maintain the security platform and to take a lead role in defining technical strategy, design, and development of the next phase of infrastructure migration to

ansible. The appointee will also be involved in automation and development of a bespoke cyber incident management toolchain.

The post holder will need to have operational experience in managing information security incidents, identifying threats, and understanding of actions needed to investigate and remediate those threats.

Responsibilities

System Delivery:

- Design, installation, management, and support of resilient multi-data centre systems;

- Manage on-prem Elasticsearch based SIEM solution

- Collaborate with the wider InfoSec team to enrich threat detection, deploy new tooling, and improve automatic response capability.

Technical Strategy and Planning:

- Provide technical leadership for assigned areas and commensurate with expertise, including developing technical strategy and roadmaps within InfoSec and the wider University;
- Contribute to the formation of University IT policy and design systems to ensure their secure and resilient
- Present work outcomes and represent OxCERT and the University of Oxford in in relevant forums.

Engagement:

- Provide technical leadership in the area of Linux systems including developing technical strategies and roadmaps within the Information Security group, and the wider University
- Collaborate with the wider information security community to share threat intelligence and analytic techniques;
- Lead technical project teams and train junior member of staffs within the group.

Personal Development:

- Maintain in-depth technical knowledge of industry trends and other assigned areas, including developments, patterns, and emerging technologies; take advantage of appropriate development opportunities; and advise the University on changes to the technology landscape.

Other activities:

- Participate in the team's various activities across the University in promoting security awareness and best practice;

- Conduct routine incident response duties where necessary; and

- Undertake such other duties as may be assigned in the light of the post-holder's knowledge and experience.

Selection criteria
Essential selection criteria

- Knowledge of the Elastic stack; particularly at scale and preferably on premises.

- Thorough understanding of the Linux platform (preferably Debian GNU/Linux) and configuration management systems, preferably Ansible;

- Knowledge, intellectual capacity, reasoning and analytical skills equivalent to those of a graduate;

- Proven expertise in advanced Linux system administration, particularly Debian GNU/Linux;

- Thorough understanding of IP based networking (IPv6 and IPv4) and the OSI model;

- Demonstrable experience developing software in high level programming languages; preferably in Python

- Ability to lead or contribute to the development and delivery of technical and information security design from requirement elicitation through to final architecture deployment within the team and in collaboration with relevant stakeholders;

- Demonstrable experience of organising a busy and varied workload requiring self-motivation and excellent time management skills;

- Excellent written and oral communication skills, interpersonal and collaborative skills, and the ability to communicate information security and risk-related concepts to technical and nontechnical audiences; and

- High level of personal integrity, as well as the ability to handle confidential matters, and show an appropriate level of judgment and maturity.

Desirable selection criteria

- Experience of running infrastructure services on public cloud infrastructure such as AWS, Azure, or GCP;

- Familiarity with the GitHub flow (branching, PRs, reviews, etc.) and Docker

- Knowledge of critical web application security issues such as those identified by the Open Web Application Security Project (OWASP top 10);

- Demonstrable experience of applying practical methodologies for both IT project and service management;

- The skills and experience to become an effective member of the department as quickly as possible.

Pre-employment screening

Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity; and (if we haven't done so already) we will contact the referees you have nominated. You will also be asked to complete a health declaration so that you can tell us about any health conditions or disabilities for which you may need us to make appropriate adjustments.

Please read the candidate notes on the University's pre-employment screening procedures at:
https://www.jobs.ox.ac.uk/pre-employment-checks

Additional security pre-employment checks

This job includes duties that will require additional security pre-employment checks:

- University Enhanced Level Screening including a satisfactory DBS check due to access to confidential, personal and/or commercially sensitive information throughout the course of day-to-day activities.

About the University of Oxford

Welcome to the University of Oxford. We aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual's unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities and we rank first in the UK for university spin-outs, and in recent years we have spun out 15-20 new companies every year. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

For more information, please visit www.ox.ac.uk/about/organisation.

Oxford Computer Emergency Response Team (OxCERT)
The University of Oxford operates one of the largest private networks in Europe and the responsibilities of IT Services encompass not only the operation of the core network and core services, but also the security of that network and the hosts connected to it. The OxCERT security team is responsible for identifying security incidents within the University network and taking appropriate remedial action. The team also provides advice and assistance on all issues relating specifically to IT security and incident response. They are an integral part of the University's information security function and work closely with information security personnel as part of ongoing University-wide information security initiatives, and in co-ordinating response to major security threats and incidents.

OxCERT operate various systems for network monitoring, incident analysis and response, and related internal services. The team is a strong believer in Free Software and Open Source technologies and actively supports several related project communities. Current projects include the enhancement of the existing Elastic based security information and event management system, the deployment of a new incident response tool, and development of an IT forensics capability. The team has achieved standing and recognition within the international community, and is a full member of FIRST (http://www.first.org/) – the world-wide body of security experts.

More information regarding OxCERT can be found at https://www.infosec.ox.ac.uk/

Assurance Directorate

Formed in September 2019, the Assurance Directorate is the newest department in the University of Oxford's University Administration and Services ('Professional Services'), bringing together three existing teams under a new Director of Assurance post.

Composed of the Compliance, Risk and Assurance; Information Security; and Information Compliance teams, the Directorate is responsible for the University's arrangements to manage risk and provides assurance to Council, its committees and sub-committees, and senior decision-makers including the Vice-Chancellor, Pro-Vice- Chancellors and the Registrar; and for the management of Information Security and Information Compliance risks. We are also responsible for strategic business continuity planning and for promoting wider compliance across the university.

Our remit also covers working across the wider university, with our work mainly focused on supporting divisions and departments and dealing with the regulators. OxCERT and Infosec work very closely with IT Services.

The University of Oxford is a member of the <u>Athena SWAN Charter</u> and holds an institutional Bronze Athena SWAN award.

University Administration and Services

University Administration and Services (UAS) is the collective term for the central administrative departments of the University. UAS comprises structures to:

- support the University's core academic purposes of teaching, learning and research;
- ensure the University can meet the requirements of government, funding bodies and other external agencies; and
- facilitate the attainment of the objectives set out in the University's Strategic Plan.

The offices of the UAS sections are spread across the city centre, with the main University Offices located in Wellington Square.

For more information please visit: www.admin.ox.ac.uk

How to apply

Applications are made through our online recruitment portal. Information about how to apply is available on our Jobs website https://www.jobs.ox.ac.uk/how-to-apply.

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

As part of your application you will be asked to provide details of ==two / three== referees and indicate whether we can contact them now.

You will be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants)

Please upload all documents **as PDF files** with your name and the document type in the filename.

All applications must be received by **midday** UK time on the closing date stated in the online advertisement.

Information for priority candidates

A priority candidate is a University employee who is seeking redeployment because they have been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing department(s).

If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments).

If you need help

Application FAQs, including technical troubleshooting advice is available at:
https://staff.web.ox.ac.uk/recruitment-support-faqs

Non-technical questions about this job should be addressed to the recruiting department directly Kashif.mohammad@infosec.ox.ac.uk

To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email.

Important information for candidates

Data Privacy

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy. The University's Policy on Data Protection is available at: https://compliance.admin.ox.ac.uk/data-protection-policy.

The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for very senior research posts at **grade RSIV/D35 and clinical equivalents E62 and E82** of 30 September before the 70th birthday. The justification for this is explained at: https://hr.admin.ox.ac.uk/the-ejra.

For **existing** employees on these grades, any employment beyond the retirement age is subject to approval through the procedures: https://hr.admin.ox.ac.uk/the-ejra.

There is no normal or fixed age at which staff in posts at other grades have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

Equality of opportunity

Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

Benefits of working at the University

Employee benefits

University employees enjoy 38 days' paid holiday, generous pension schemes, travel discounts, and a variety of professional development opportunities. Our range of other employee benefits and discounts also includes free entry to the Botanic Gardens and University colleges, and discounts at University museums. See https://hr.admin.ox.ac.uk/staff-benefits

University Club and sports facilities

Membership of the University Club is free for all University staff. The University Club offers social, sporting, and hospitality facilities. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool. See www.club.ox.ac.uk and https://www.sport.ox.ac.uk/.

Information for staff new to Oxford

If you are relocating to Oxfordshire from overseas or elsewhere in the UK, the University's Welcome Service website includes practical information about settling in the area, including advice on relocation, accommodation, and local schools. See https://welcome.ox.ac.uk/

There is also a visa loan scheme to cover the costs of UK visa applications for staff and their dependants. See https://staffimmigration.admin.ox.ac.uk/visa-loan-scheme

Family-friendly benefits

With one of the most generous family leave schemes in the Higher Education sector, and a range of flexible working options, Oxford aims to be a family-friendly employer. We also subscribe to the Work+Family Space, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, and the ability to book emergency back-up care for children, adult dependents and elderly relatives. See https://hr.admin.ox.ac.uk/my-family-care

The University has excellent childcare services, including five University nurseries as well as University-supported places at many other private nurseries.

For full details, including how to apply and the costs, see https://childcare.admin.ox.ac.uk/

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. For further details, including information about how to make contact, in confidence, with the University's Staff Disability Advisor, see https://edu.admin.ox.ac.uk/disability-support

Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at
https://edu.admin.ox.ac.uk/networks

The University of Oxford Newcomers' Club

The University of Oxford Newcomers' Club is an organisation run by volunteers that aims to assist the partners of new staff settle into Oxford, and provides them with an opportunity to meet people and make connections in the local area. See www.newcomers.ox.ac.uk.

Oxford Research Staff Society (OxRSS)

A society run by and for Oxford University research staff. It offers researchers a range of social and professional networking opportunities. Membership is free, and all researchers employed by Oxford University are welcome to join. Subscribe at researchstaff-subscribe@maillist.ox.ac.uk to join the mailing list to find out about upcoming events and other information for researchers, or contact the committee on committee@oxrss.ox.ac.uk. For more information, see www.ox.ac.uk/oxrss, Twitter @ResStaffOxford, and Facebook www.facebook.com/oxrss.