



Position Announcement July 2026

Position:	Jr. Cybersecurity Specialist
Position Status:	Full time
Application Deadline:	Open Until Filled
Primary Work Location:	Warner Robins
Work Schedule:	40 hours per week / 12 calendar months per year

A review of the completed application packets may begin upon receipt. Interviews of qualified candidates may be held following review; the position may close at any time following August 6, 2026 based on candidate(s) selection.

Job Responsibilities:

Under general supervision, the Jr. Cybersecurity Specialist will participate in information security related projects and ensure people, processes, and technology aligns with the desired security posture of the organization. The Cybersecurity Specialist is trained and experienced in meeting the security needs of the agency and its employees in multiple locations. The selected candidate will maintain qualifications for employment as described by the Technical College System of Georgia (TCSG) Policy Manual and accreditation standards. The selected candidate will follow rules and regulations as described by the TCSG Policy Manual and other policies and procedures established by the College. This position will require travel within the college's service area and other travel as needed.

Major responsibilities include, but are not limited to the following:

- Assists with the development and enforcement of policies and plans in compliance with laws, regulations, policies, and standards in support of organizational information technology and cybersecurity activities
- Knowledge pertaining to concepts, principles, and application of cyber risk management and/or compliance practices
- Experience in the development of cybersecurity and business processes and the integration to of new processes into existing ones
- Communicates with all levels of management and other supporting or supported agency business owners on cyber risks existing within the organization
- Manages assigned resources to support IT and security goals and objectives to reduce the overall organizational risk
- Advises management on technology, information system policy matters, and maintains continuous lines of communication by keeping the agency ISO informed of all critical information security issues.
- Provides status reporting on security projects and cybersecurity maturity using dashboards as directed
- Provides support in the areas of audit and compliance, security awareness training, vulnerability assessment, risk assessment, network security, endpoint security, product evaluation, and security solution implementation

- Provides assistance in the agency cyber incident management plan, and conduct tabletop exercises
- Provides assistance in the agency disaster recovery planning and business continuity planning activities
- Maintains a working knowledge of IT and cybersecurity support contracts, develops, and maintains necessary relationships with IT and cybersecurity partners
- Completes all assigned trainings in a timely manner
- Other responsibilities as assigned

Minimum Qualifications: *Must upload transcripts/certifications which show conferred educational degrees/current certifications and document qualifications in the employment history*

- Earned Associate degree in computer science technology or a closely related from an educational institution that is accredited by an agency recognized by the United States Department of Education, and,
- Documented one (1) year of work experience
 - *Note: Experience may substitute for education on a year-for-year basis.*

Projected Work Hours/Location:

This position will work the College's business hours of 7:45 a.m. to 4:45 p.m. Monday through Thursday and 7:45 a.m. to 3:30 Friday. Additional hours or a flexible schedule to include evening and/or weekend hours will be required as needed. Position will be assigned to the Warner Robins campus with travel within the College's service area and additional travel as needed. This position will work 12 calendar months per year and at 40 hours per week.

Salary / Benefits:

The selected candidate can expect to receive a contingent offer with an annual gross salary in the low \$40's range; actual salary to be determined by the candidate's highest qualifying degree and/or related experience based on meeting published minimum and preferred qualifications. Position is eligible for state benefits to include retirement, insurance, leave accrual and holiday pay. CGTC is a member of Teachers Retirement System of Georgia (TRS) and Employees Retirement System of Georgia (ERS).

Application Procedure:

Applicants are required to complete the employment application in full and provide supporting documentation by the stated closing deadline for the position. GCTC does not accept mailed, faxed, or hand-delivered applications.

Applicants who complete the application procedure will be evaluated for meeting the position requirements based on the published job responsibilities, meeting the minimum and preferred qualifications based on the educational history, employment skills presented under job duties in the application system against the published job announcement. A completed application packet consists of the following:

1. A completed CGTC electronic application in the CGTC application portal.
2. As applicable, applicants for instructional positions are asked to provide a resume in addition to completing the CGTC application. Applicants for non-instructional positions may provide a resume if they wish. Submission of the resume does not replace the requirement to complete the CGTC electronic application.

3. Postsecondary transcripts that demonstrate the conferral of the degree, if applicable, and demonstrates the applicant meets the educational minimum requirements and, if applicable, the preferred educational requirements (*grade reports and diploma copies are not accepted in lieu of transcripts*)
4. Positions requiring a High School Diploma or GED as a minimum qualification do not have to submit a HSD/GED transcript documentation as part of the application process
5. Non-photo license(s) and/or certification(s) which fulfill the minimum, and if applicable the preferred qualifications stated in the job announcement

Incomplete application packets at the time of the position closing may not be considered. It is the responsibility of the applicant to obtain and upload the application documentation by the stated deadline.

For more information concerning our application process or available positions, please contact the Human Resources Office at 478-757-3449 or 478-218-3700 or via email to cdominy@centralgatech.edu.

All applicants are subject to the following applicable pre-employment screenings:

Criminal History Records	Motor Vehicle Records
Employment References	Pre-Employment Drug Test
Fingerprint Records	Credit History Records
Psychological Screening	Medical Examination

Equal opportunity and decisions based on merit are fundamental values of the Technical College System of Georgia (TCSG). The TCSG State Board prohibits discrimination on the basis of an individual's age, color, disability, genetic information, national origin, race, religion, sex, or veteran status ("protected status"). No individual shall be excluded from the participation in, denied the benefits of, or otherwise subjected to unlawful discrimination, harassment, or retaliation under, any TCSG program or activity because of the individual's protected status; nor shall any individual be given preferential treatment because of the individual's protected status, except the preferential treatment may be given on the basis of veteran status when appropriate under federal or state law.

Central Georgia Technical College is an equal opportunity employer. All employment processes and decisions, including but not limited to hiring, promotion, and tenure shall be free of ideological tests, affirmations, and oaths, including diversity statements. The basis and determining factor for such decisions should be that the individual possesses the requisite knowledge, skills, and abilities associated with the role, and is believed to have the ability to successfully perform the essential functions, responsibilities, and duties associated with the position for which the person is being considered. At the core of any such decision is ensuring the institution's ability to achieve its mission and strategic priorities in support of student success.

The following person has been designated to handle inquiries regarding the non-discrimination policies:

The Title IX/Section 504/ADA Coordinator for CGTC nondiscrimination policies is Cathy Johnson, Executive Director for Athletics and Compliance, Room A136, 80 Cohen Walker Drive, Warner Robins, Ga, 31088; Phone (478) 218-3309; Fax (478) 471-5197; Email: cjohnson@centralgatech.edu.

All application materials are subject to the Georgia Open Records Act O. C. G. A. §50-18-70.