

Cybersecurity Analyst

Position Status: Temporary (18-months contract)
Positions: 2
Posting Status: Open
Location: 26 Prince Andrew Place, North York, ON M3C 2H4
(Don Mills and Eglinton)
Salary Band: \$82,217 to \$121,155
Hours of Work: 36.25 per week
Posting Date: July 25, 2025
Closing Date: August 15, 2025

Who we are

The Office of the Chief Electoral Officer (Elections Ontario) is an independent, non-partisan office of the Legislative Assembly of Ontario, responsible for administering provincial elections, by-elections, and referenda in Ontario. We are committed to making voting easy and accessible for all electors, while maintaining the integrity, security, and transparency of the electoral process.

Join our team

The Information Technology & Digital Solutions Division is seeking a motivated and results oriented individual to develop and implement a cybersecurity awareness training program, perform simulated phishing tests and conduct cyber risk assessments while maintaining the cyber security risk register. This role will also be required to support existing team members in cyber security incident response and vulnerability management activities.

What to expect in this role

Reporting to the Senior Manager, Cyber Security, you will:

- Perform cyber security risk assessments and threat modeling in partnership with internal and external stakeholders. Maintain cyber risk register.
- Partner with internal and external stakeholders to respond to risk in a timely and effective manner.
- Develop and maintain the cyber security awareness program, including executing training, performing simulated phishing tests and reporting on metrics.
- Provide IT security consulting and advice to business stakeholders across EO; serve as an internal security consultant to EO.

- Support other team members by contributing to cyber security incident response and vulnerability management processes.
- Communicate daily/weekly through reports and meetings regarding ongoing security task status with appropriate team members; compile ongoing safety reports, document security issues and measures taken to resolve them.
- Conduct research on current trends in security and information technology to stay updated on potential threats and attacks, and to develop and recommend preventive strategies and design new security systems or upgrade existing ones to meet evolving business and security needs.

What you need to qualify

- Minimum 4 years of experience in Cybersecurity Analyst or equivalent position with demonstrated specialized knowledge in risk assessment methodologies, security best practices and developing and executing security awareness program.
- Working knowledge of information technology infrastructure (Endpoint hardening, network, application and Azure cloud security etc.)
- Demonstrated understanding of the latest cyber threat landscape including, but not limited to: Zero-Day Exploits, Hacktivism, DDoS Attacks, AI-Enabled threats, Ransomware, Remote Work Risks, Cloud Security, Advance Persistent Threat attacks etc.
- Well-developed verbal and written communication skills to prepare/deliver a range of documentation, reports, presentation materials and explain complex/technical concepts in easy-to-understand ways.
- Well-developed consultation and relationship management skills to work effectively across the organization and with internal/external stakeholders.
- Strong analytical and problem-solving skills.
- Must be legally entitled to work in Canada.

The successful candidate will be required to work in-office for the first three months of employment. After this period, telework work opportunities may be offered for qualifying positions, subject to operational requirements.

How to apply

Our recruitment process reflects our mission to uphold the integrity and accessibility of the electoral process and to manage elections in an efficient, fair, and impartial manner. We offer career growth opportunities and a competitive rewards program.

Please submit your cover letter and resume, no more than three pages in length, as one PDF attachment, quoting **File #EO-2025-43**. Please include your full name and competition # in the subject line and email to hr@elections.on.ca no later than

August 15, 2025.

We thank all applicants for their submission. Only those candidates selected for an interview will be contacted.

How to request an accommodation

Elections Ontario is an equal opportunity employer. We are committed to fostering an inclusive, equitable and accessible environment, where all employees feel valued, respected, and supported.

Under the *Accessibility for Ontarians with Disabilities Act* and the *Ontario Human Rights Code*, we provide accommodations to applicants with disabilities throughout the recruitment and selection process. If you require a disability-related accommodation to participate, please call 1-888-668-8683, send a fax to 1-866-714-2809, TTY at 1-888-292-2312 or email hr@elections.on.ca.