Downloaded from <https://www.velvetjobs.com/job-descriptions/information-consultant>

# Example of Information Consultant Job Description

Our growing company is hiring for an information consultant. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for information consultant

* Act as a subject matter expert and provide guidance and direction on best practices for the protection of information inclusive of Application Security
* Perform pre and post acquisition assessments, develop formal reports and present risks to business partners and RISOs
* Train and guide junior team members to help them grow and provide constructive feedback to members and superiors
* Must have a strong technical background with prior hands-on experience a plus
* Conduct security risk assessments and application security assessments
* Develop and maintain the enterprise security awareness program
* The job description should contain a list of the duties and responsibilities associated with the role
* Descriptions of duties should be no more than two or three sentences in length and should be outcome-based, containing an action, an object and a purpose
* The list of duties and responsibilities will vary in length, but as a rule, should be as short as possible, otherwise the document becomes an operational manual rather than a job description
* Perform proactive surface, deep, and dark web research to identify and characterize new threats to the client base

## Qualifications for information consultant

* Must have strong IT/Technical skills (understanding of software, hardware, networks)
* At least one (1) year of experience in delivering financial and management consulting services
* Knowledge of Microsoft Office suite, particularly Excel and Access
* At least 10 years experience performing risk assessments and secure network architecture
* At least 10 years experience with penetration testing and vulnerability management
* 5 years experience in securing the cloud