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# Example of Information Management Job Description

Our innovative and growing company is hiring for an information management. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for information management

* Develop business solutions for key IMS data management requirements and develop a comprehensive understanding of acquisitions and consumer data leading to more accurate production, analytics and reporting data
* Ensure execution of the POA data strategy, including development of road maps to achieve the desired results within the defined scope
* Analyze and recommend data strategy elements for the enterprise data strategy that identify and address process, policy and data gaps
* Collaborate with risk, technologies and marketing partners, leveraging SME's to inform solutions that integrate upstream and downstream applications and data repositories
* Review board reports and sales & marketing literature against source systems
* Support the Information Management organization in its strategic imperative to provide the framework for securing Warner Bros
* Manage the quarterly application attestation process, issue remediation and reporting
* Develop and maintain training materials for Information Management
* Achieve long term sustainable relationship with customer· Adapt and respond to change· Result focus· Business thinking· Sharing expertise and technology· Analyze and use sound judgment· Communicate with influence· Encourange collaboration· Networking· Communicate on brand values
* Creates and/or modifies automated tasks that ensure timely delivery of files to vendors/clients

## Qualifications for information management

* Experience establishing SOX controls, setting up risk/control framework and helping document processes
* An understanding of COBIT and IT General Controls
* Ability to help drive the process and collaborate with process owners
* Knowledge of Segregation of Duties (SOD) Experience with assessing where/how the client can implement more automated controls
* Experience with SOX controls
* Segrartion of Duties (SOD)