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# Example of IT Risk Analyst Job Description

Our company is growing rapidly and is looking for an IT risk analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for IT risk analyst

* Identify and document business risks, and coordinate remediation of vulnerabilities and threats using repeatable risk assessment methodologies and processes
* Stay abreast of information security issues and regulatory changes affecting public companies
* Manages IT risk issue database by proactively collaborating with various key leads to generate risk posture dashboards and reports ensuring the accuracy of the data and associated reports
* Coordinates with auditors and IT audit contacts for the preparation and the facilitation of audit procedures for IT general computer controls, SDLC and IT security
* Performs analysis of potential control enhancement and facilitates the implementation of the recommendations
* Understands and analyze IT processes with the aim of to identify, recommend and deliver improvements to strengthen internal controls
* Ensures that enterprise-wide security policies and controls are developed, implemented, and regularly maintained in such a way as to mitigate both organizational and regulatory risk
* Develops summaries, reports and key risk profiles to identify vulnerabilities and trends to proactively inform the IT stakeholders
* Proactive analysis in project assessments to support Emerging Technology implementation in CG like Cloud/Hosted Services, Process Automation and Multi-Modal IT
* Provides other functions deemed necessary and applicable by executive leadership

## Qualifications for IT risk analyst

* Use initiative and creativity in solving issues
* Experience of coordinating and line managing large teams
* Proactively engage with little or no formal direction
* Capacity and passion to learn and willingness to take on challenges
* Ability to assimilate unaccustomed knowledge and concepts
* Ability to manage ambiguity in an evolving environment and solution-minded