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# Example of Security Business Analyst Job Description

Our innovative and growing company is looking to fill the role of security business analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for security business analyst

* Collaborate with the global technical stakeholders to ensure that enterprise security projects are consistent with global standards and regional business requirements
* Develops security processes and procedures, and supports business objectives to ensure that security controls are managed and maintained
* Produces reports for management concerning residual risk, vulnerabilities and other security exposures, including misuse of information assets and noncompliance
* Advises security administrators on normal and exception-based processing of access, exceptions and exclusion related security requests
* Manages relationship with auditors
* Coordinates security awareness activities including developing materials, schedule employees and deliver training to employees
* Develop process flow diagrams and standard operating procedures
* Foster a common understanding of the IT Change Management Framework’s scope, applicability, and key sub-processes including configuration and requirements management
* Continually work towards making improvements in the change management processes
* Provide coaching and advisory services in the planning, development and execution of an IT Change Management Framework

## Qualifications for security business analyst

* Skilled in influencing others and comfortable appropriately offering opposing opinion, even when in the minority
* 2-3 years program, project / process support experience
* Knowledge and experience with project or program management methodologies & standards preferred
* Wireless experience preferred
* 2+ years work experience in information security, audit, and/or compliance for a medium to large company
* Knowledge of security best practices and principles, including experience with segregation of duties