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# Example of Security Compliance Analyst Job Description

Our company is growing rapidly and is looking to fill the role of security compliance analyst. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for security compliance analyst

* Lead Corporate IT compliance activities in partnership with Business Unit Compliance Teams including risk assessments, control testing, and issue remediation
* Work with business teams and Governance Council to develop the organization's GRC capabilities within the RSA Archer application
* Assists managers and team members to execute variety of IT compliance initiatives including policy implementation, training, monitoring and testing, risk assessments, remediation and reporting
* Contributes to improve compliance procedures or processes
* Perform Application Vulnerability Assessments using industry standard applications - IBM AppScan and Veracode
* D eliver security and compliance consulting engagements
* Support customer security and compliance audits
* Provide support to answering customer security questionnaires
* Support developing security and compliance trainings to internal Sales and Customer Success Groups
* Updates and performs the necessary gap analysis

## Qualifications for security compliance analyst

* College degree (or equivalent work experience) in Information Assurance, Computer Science or Information Systems strongly preferred
* Exceptional integrity is necessary
* Serve as IT general controls subject matter expert and trusted advisor
* Validate information security key controls to identify control risks, analyze root causes and trends in potential control weaknesses
* Maintain awareness of external regulations for new or changed requirements within IT and identify industry standards for core IT processes
* Partner and facilitate internal and external audits within IT, periodic assessments to address specific risks