



# Example of Assessment Analyst Job Description

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Our company is hiring for an assessment 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 assessment analyst

- Responsible providing guidance to ensure data is safe from unauthorized access, alteration or removal
- Participate in Security Reviews, Walkthroughs and Assessments with various business units and project teams on infrastructure and application security
- Responsible for evaluating Information to determine Compliance with Standards
- Works closely with other members of the Information Security/IT Risk team supporting the business units and banking initiatives
- With input as required from Manager Information Security Analyst provides Senior Management with timely updates on project issues
- Assessing Supplier Security Risk assessments - Develop an understanding of the third parties' IT control environment and perform basic risk management approaches to evaluate their IT controls
- Conducting potential onsite inspections, review of physical and logical controls, including contract security provision reviews and annual assurance report reviews
- Maintain Awareness of new technology and techniques and Ongoing professional development
- Oversee action taken on alerts, events, and incidents escalated from the Level 1 & 2 Analysts
- Collaborate to develop remediation plans and follow on implementation to fix processes and controls if needed

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- Experience with contributing to a senior headquarters input to the Chairman's Comprehensive Joint Assessment
  - Experience in operational design or design methodology
  - Enrollment in School of Advanced Military Studies (SAMS) or military service equivalent, Military Service Command and Staff College, Joint Advanced Warfighting School (JAWS), or Joint Forces Staff College
  - 6+ years of experience with computer network exploitation, vulnerability assessments, penetration testing, incident response, and network, host forensics, conducting or leading network vulnerability assessments, Web application security testing, and penetration testing, including testing for large organizations
  - Experience with Retina eEye, ISS, Tenable beyond nmap, or other commercially available network scanning and vulnerability identification tool required
  - Experience with programming in Perl, Python, bash, C/C++, or Java, including scripting and editing of existing code