



Example of Business Information Security Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of business information security. 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 business information security

- Facilitating, organising and managing business, client and supplier security audits / assurance
- Establish processes to periodically assess Confidentiality and Security risks, emerging issues and include lessons identified processes to foster continuous improvement
- Support the deployment of the firm's Confidentiality Management tool to client facing teams
- Support efforts to implement changes throughout the firm, reflecting global confidentiality management practices and ensuring confidentiality risks are appropriately prioritised
- Vulnerabilities are remediated and any residual risk is managed appropriately
- Accurately translating business requirements into technical requirements
- Customer and Colleague feedback
- Fulfilling personal objectives
- Provide periodic review on server security & audit event log to detect any security violation event and carry-out investigations to determine the root cause, impact and prevent the event for the future
- Responsible for virus incident response management to control virus outbreak and recovery process

- Supporting technology related experience such as application development, testing, service management
- Experienced communications professional preferred
- Excellent interpersonal skills essential, with the experience and ability to develop, manage and maintain trusted relationships across the firm
- An understanding of risk management and data security in general
- Quick to learn self-starter who is confident working under own initiative and within a team
- Excellent time management skills and the ability to manage competing priorities under pressure