



Example of Info Security Analyst Job Description

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Our company is growing rapidly and is looking to fill the role of info security 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 info security analyst

- Assist with the development, testing and implementation of new cyber-security processes and procedures
- Proactively identify audit and compliance access related issues to reduce the risk of security exposures on the support systems and applications
- Receive, create, and disseminate threat intelligence from manual and automatic sources (internal and external)
- Ensures all implemented patches
- Operates HBSS on all assets in accordance with approved operating procedures
- Acting as a subject matter expert on the security requirements of the GSO Policies and Standards
- Perform risk analysis for issues identified in vulnerability and penetration testing results
- Participate in processes to update and improve GSO Policies and Standards as a contributor
- Provide guidance on the needed remediation for issues identified in the vulnerability and penetration testing results, including the ability to evaluate false positives and verify that proposed solutions mitigate identified risks
- Clearly communicate security requirements, objectives, and risks to audiences across the business with varying technical and security experience levels

Qualifications for info security analyst

- Good working knowledge of the UNIX/Linux/Windows systems and security administration, Roles Based Access Controls, Privileged access management tools
- Knowledge in building automated solutions using various scripting languages (VBA, vbscript, Perl and Shell script)
- Candidate must have proficiency with Microsoft Office (MS Excel, MS PowerPoint,) and excellent verbal and written communication skills enabling candidate to prepare and present to all areas of the business, including senior management
- Understand IT DB Access Management standards and lifecycle
- Understand the "how" and "why" around the existing processes and procedures