



# Example of IT Security Manager Job Description

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Our company is looking to fill the role of IT security manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for IT security manager

- Develops and monitors security procedures, practices and policies within all system environments
- Coordinate and track all information technology and security related audits including scope of audits, business units/product/services involved, timelines, auditing bodies and outcomes
- Develop a strategy for dealing with increasing number of audits, compliance checks and external assessment processes for internal/external auditors, ISO 27001
- Partner with Supply Chain, Legal, Comms, Contracts, PMX, BD, Engineering, Operations and EXIM to ensure DFARS Cyber Compliance is engrained into RMS processes and procedures
- Draft clear, concise, and enforceable policies that are compliant with applicable laws and regulations
- Coordinates the day to day activities of the project including cost, schedule, issues, risks, and quality management, ensuring the appropriate level of communications and stakeholder involvement
- Develops and maintains the project management plan, work breakdown structure, project schedule, supporting plans, and other documentation required for successful project completion
- Coordinates and participates in requirements, design, technical, control gate, and other project reviews as required
- Monitors project progress, tracking, escalating and resolving issues or risks, and reporting to management on project status

## Qualifications for IT security manager

- 5+ years formal project management experience managing various types of IT projects (e.g., discovery, software development, infrastructure, capital, applications)
- Bachelor's degree required preferably in the area of business, project management, or technical discipline
- Minimum of 2-3 years of Cybersecurity experience, preferably for medical devices and diagnostic systems software applications
- Proven organizational and project management skills with software development projects
- Ensures BU adoption of product security framework activities
- Tracks and reports adherence to product security requirements