



Example of IT Security Specialist Job Description

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Our company is growing rapidly and is looking for an IT security specialist. 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 specialist

- Security testing activity reports
- Education and training of employees
- Serve as a Center of Excellence for all inquiries regarding Information Security and improve Information Security management capabilities, knowledge, competence and skills within the IT department
- Establish and continuously improve the Information Security Program at MBUSA
- Performs periodic and on-demand system audits and vulnerability assessments, including user accounts, application access, file system, and external Web integrity scans
- Monitors and proactively mitigates information security risks and conducts system security testing
- Recommends, develops, monitors, and enforces information security policies, Promotes general security and HIPAA security awareness among staffs
- Conducts research on emerging products, services, protocols, and standards in support of security efforts, Handles security incidents responses Ensures security regulations compliances including AICPA trust criteria, HIPAA, DIACAP, ISO 27001 and other local and state regulations, Oversees, manages, and provides technical expertise on security safeguards such as Checkpoint firewall, IPS, anti-virus systems, VPN, and secure messaging systems
- Handle security related incidents including physical security incidents, provides supports to respond and coordinates to various client and SOC1,

- Manage Day to Day Security Operations including perimeter security, security monitoring, Data Loss Prevention, Vulnerability Assessment/Management, malware protection and other operational needs

Qualifications for IT security specialist

- Follow-up on security related audit issues
- Bachelor's degree in Computer Science, Electrical/Electronic Engineering or similar field
- Product certifications may be specific to the position
- Experience with enterprise forensic solutions from Encase, Mandiant, FireEye, AccessData, HBGary
- Knowledge of forensics and malware analysis tools SIFT, volatility, FTK, sleuthkit, winhex, ollydbg, IDA Pro, Lord PE
- Strong written and spoken communication skills in both English and Japanese