



Example of Security Analyst Job Description

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Our growing company is looking for a security analyst. 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 security analyst

- Performs audits of all groups to ensure all access are accurate and appropriate
- Creates routine and ad-hoc reports
- Maintains and updates the security procedures manual, the property loss and prevention program, the safety program and the emergency training curriculum
- Evaluates security incidents, performs investigations and determines appropriate course of action
- Provides special security for events
- Monitor, analyze, and respond to potential security threats identified by Laureate systems
- Enter information into ticketing and similar systems to track threats, assignment, and remediation actions
- Participate in a global security monitoring team (Basel, Switzerland, Singapore and San Francisco, USA) that monitors for and responds to security events on Roche networks, working with external partners when necessary
- Help define the Group's information security program, policy, and standards
- Assist in the collection of system information and procedures required by internal and external audits and examinations

Qualifications for security analyst

- Basic knowledge of scripting and automation strategies for data management
- Capabilities and experience in maintaining patch management regimens
- Professional understanding of how software behaves and functions, particularly the interactions with operating systems and the network stack
- Understanding of security procedures