



Example of Security Compliance Specialist Job Description

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Our innovative and growing company is searching for experienced candidates for the position of security compliance specialist. 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 security compliance specialist

- Oversee the development of associated security and PCI compliance documentation
- Manage relationships with external auditors to explain Abbott's security architecture
- Audit, assess, and aid remediation of all compliance-related procedural, policy, and technical issues
- Prepare meaningful and actionable reports to customers, providing thorough recommendations
- Participate in security planning and analyst activities
- Act as point of contact for project reporting and updates
- Collaborate with IT teams to ensure security is incorporated in projects
- Performs IT security audits related to security best practices such as user access control, separation of duties and system hardening
- Provides technical auditing duties as liaison between the IT department and internal and external auditing teams
- Perform regular assessments of user access to systems

Qualifications for security compliance specialist

- Minimum two (2) years of experience with PCI DSS preferred

- Experience with Security Incident Response is preferred
- Experience with Security Risk Management is preferred
- Understanding of network protocols and architecture (TCP/IP, ATM, WAN, Bridges,) is required
- Conceptualization and design education, training and awareness programs (including but not limited to newsletters, alerts, online Healthstream training, phishing programs)