



Example of Security & Compliance Job Description

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Our innovative and growing company is looking to fill the role of security & compliance. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for security & compliance

- Evaluates and recommends security software and hardware, encryption methods, authentication servers, and control techniques needed to secure data and information systems
- Project-manage the Information Security and Privacy portfolio of initiatives
- Coordinate 3rd party audits of TokBox, including pentests, vulnerability tests and SOC2 audits
- Assess and track compliance with regulatory and legal requirements relevant to the TokBox business
- Assist in pre-sales efforts relating to Customer due diligence of TokBox InfoSec program
- Assist Legal with contract reviews of security schedules
- Manage privacy incident response and coordinate remediation activities
- Maintain information security and privacy policies
- Manage the business continuity and disaster recovery programs
- Responsible for SAP license utilization and optimization

Qualifications for security & compliance

- You understand the impact of a highly satisfied, excited crew
- Able to work both independently collaboratively achieving results within established time frames with minimal supervision
- Significant knowledge and demonstrated competence with both Agile and Waterfall project management processes, methods, and standards

infrastructure systems, end point devices, and application systems

- You will work with security practitioners, architects, infrastructure engineers, applications developers, business partners & other stakeholders to implement appropriate security solutions for security compliance
- Analyze technology industry & market trends to identify key partners and develop go-to-market approaches for security configuration compliance and vulnerability management solutions