Senior IT compliance Auditor

Company

Our client is a Digital Risks and Security firm focusing on protecting the interests of our customers operating in the Cyberspace. We provide advisory, consulting and engineering services for multinational companies as well as medium-sized enterprises.

Responsibility

- Participate in the planning, performance and reporting of multiple IT related compliance audits & assessments simultaneously with minimal supervision and with specific deadlines, to identify business, security, privacy, compliance, information technology and regulatory risks. Potential gaps, and remediation actions.
- Perform interviews, examinations, and testing of security controls, review of policies and procedures.
- Manage security and compliance questionnaires/ surveys.
- Assist in preparation and drafting of deliverables- such as compliance reports, risk assessment reports, forensic reports, policies, etc.
- Manage and drive the assigned compliance projects to successful completion within allotted timeframe.
- Develop training procedures and documentation. Participate in training delivery (security, etc.)
- Collaborate efficiently with co-workers to deliver the best possible service to clients.

More generally, provide advisory services to assist clients in cybersecurity. IT compliance and other fields.

- Analyze clients' situation and needs.
- Suggest improvements to the compliance and audit control processes, to improve complete and repeatable control processed including control documentation such as procedures, control evidence, narratives, control matrices, metrics reports, etc.
- Develop an understanding of each compliance framework/ standard and the validation requirements to satisfy them. Including any policies, controls, rules and regulations or laws governing the area.
- Perform other related tasks as required.

Qualifications
- Bachelor or master's degree with an IT related major or a legal major.
- Minimum 2-3 years of work experience in Data protection / IT Audit/ Cybersecurity and / or assessments, analyses, audits
- Experienced or knowledgeable in IT systems (Firewall, ERP, OA, etc.)
- Familiar with IT audit standards and frameworks
- Well versed in common IT / security controls
- Thorough understanding of cross-functional process development
- Good oral and written English and Mandarin communication skills

- Highly appreciated if holder of certifications such as CISA, information Security Multi-level Protection Scheme (MLPS) and or other related certification is an advantage
- Experienced in Microsoft office (Word, Excel, Power Point)
- Efficient analytical and problem-solving skills
- A good team player, responsible and dedicated to work under high pressure
- Good communication skills

Please send your resume to: sh-recruitment@ccifc.org