



### Assistant Manager – Information Security

<b>Last Date to Apply:</b>	15- February-21
<b>No of Vacancies</b>	01
<b>Salary Range</b>	80k-90k
<b>Direct Reporting to</b>	Chief Risk Officer
<b>Education:</b>	Graduate/Masters Computer Engineering/Science
<b>Experience</b>	Preferably 4 to 5 year of experience & min 1 year managing team.
<b>Job Description:</b>	<ul style="list-style-type: none"> <li>• Mitigate information security risks in line with industry practices, the risk appetite of the business &amp; any legal, regulatory or contractual requirements.</li> <li>• Ensure compliance of information security policy and ISMS.</li> <li>• Manage external audits and assessments, oversee audit findings and management actions plans. Ensure corrective actions are taken.</li> <li>• Develop and review Business Continuity and DR documents on a regular periodic basis for accuracy and completeness.</li> <li>• Conduct regular DR drills to ensure the system availability and readiness of relevant teams.</li> <li>• Co-ordinate &amp; liaise with auditors &amp; security assessors as necessary.</li> <li>• Review and identify risk associated within the business processes and new projects and report it on timely for its resolution.</li> <li>• Implement and oversee technological upgrades, improvements and major changes to the information security environment.</li> <li>• Monitor their organization's networks for security breaches and investigate violations when occurs.</li> <li>• Assess the organization's security measures, such as firewalls, anti-virus software and passwords, to identify any weak points that might make information systems vulnerable to attack.</li> <li>• Perform technical security review of the systems with the help of tools, if applicable.</li> <li>• Prioritize security coverage to ensure that strategically important data, such as commercial information or personal data, receives the highest levels of protection.</li> <li>• Develop and direct implementation of security standards and best practices for the organization.</li> <li>• Research the latest information technology security trends.</li> <li>• Recommend security enhancements to relevant department.</li> <li>• Assist system administrators in deploying security controls in the systems, if required.</li> <li>• Ensure that Information security audits are conducted periodically or as needed</li> <li>• Provide training for employees, explaining security risks and ISMS requirements and demonstrating good practices,</li> <li>• Any other tasks assigned by Chief Risk Officer.</li> </ul>
<b>Skills:</b>	Excellent verbal and written communication skills.
<b>Email:</b>	Candidates Shall forward their Profiles at <a href="mailto:careers@pmex.com.pk">careers@pmex.com.pk</a>