

<p>Job Title</p> <p>Job Description</p>	<p>Information Security Auditor</p> <p>https://andesaservices.com/careers/#op-267695-information-security-auditor-</p> <p>We are seeking a talented individual who strives to follow those values to join our team as an Information Security Auditor who will be responsible for the designing, testing, reporting, and maintaining IT General Controls and Application level controls for Andesa Services in support of SOC-1/SOC-2/SOC-3 audits and client service level agreements.</p> <p>Primary Responsibilities:</p> <ul style="list-style-type: none"> • Coordinate SOC-1, SOC-2, and SOC-3 reviews with external auditors. <ul style="list-style-type: none"> ○ Design and execute tests of key IT controls assigned to the Risk Management Office. ○ Assign control activities to “owners” and ensure that they carry out these activities. ○ Educate control owners as appropriate to ensure understanding of controls assigned. ○ Provide a sound basis for the “Management Assertion” in the SOC reports. ○ Respond to client inquiries on the SOC2 reports – i.e. testing exceptions, control remediation, etc. ○ Assist external auditors in walk-thru visits of Andesa facilities and in collection of their requested test samples ○ Update SOC report narrative sections each year to ensure it accurately reflects Andesa’s product service offerings ○ Provide a written bridge letter and associated diligence for clients ○ Watermark and distribute the SOC reports to all clients and appropriate third parties • Drive the quarterly Internal Control Questionnaire (ICQ) process designed to assess the design and operating effectiveness of existing SOC controls. <ul style="list-style-type: none"> ○ Provide quarterly report to Senior Staff on the state of IT controls including control deficiencies in need of remediation. • Perform annual security training • Ensures IT compliance incidents are promptly addressed, documented and resolved; considers implications, makes recommendations and takes appropriate follow-up <p>Identify IT controls, assess their design and operational effectiveness, determine risk exposures and develop remediation plans</p> <p>Qualifications and Skills:</p> <ul style="list-style-type: none"> • Ability to speak effectively to clients and employees of organization. • Ability to create and maintain detailed documentation of control environment using risk/control matrices and flow diagrams.
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