

ISACA Phoenix Chapter Job Posting Form

<i>Iridium</i>	
<b>*Position Title:</b>	IT Security Compliance Administrator
<b>*Location:</b>	Tempe, AZ
<b>*Position Type:</b>	Full-time
<b>Compensation:</b>	Salaried
<b>Start Date:</b>	ASAP
<b>Number of Openings:</b>	1

**\*JOB DESCRIPTION**

**Basic Purpose-***Iridium is seeking an experienced IT Security Compliance Administrator II to join our IT Security team. In this role, you will be responsible for the administration of cybersecurity compliance goals and requirements for Iridium. As the IT Security Compliance Administrator, you will also assist with project management activities in support of the IT Security team's goals and initiatives.*

**Duties and Responsibilities:**

- Overall responsibility for cybersecurity goals and requirements, including the development of policies, procedures, and standards that ensure the security, confidentiality, and privacy of information consistent with organizational and compliance requirements
- Work in partnership with cross functional teams to ensure they are properly managing security controls and maintaining compliance
- Review Change Requests for impacts to compliance
- Participate in security audits, risk analysis, and security reviews
- Create and maintain documentation for compliance requirements
- Represent the IT Security team in meetings with the Project Management Organization (PMO) and align project deliverables with security goals
- Conduct security risk assessments and compliance audits and make recommendations regarding levels of risk tolerance
- Develop, revise, and maintain remediation plans and track to closure
- Develop metrics to demonstrate the effectiveness of governance in meeting control objectives
- Actively participate in the project planning and project management duties of the team
- Suggest improvements and seek additional training to maintain skills necessary to execute duties
- Other duties as assigned by management

**\*JOB REQUIREMENTS/QUALIFICATIONS**

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**Qualifications**

Education/Training:

- Bachelor’s degree in Cybersecurity, Risk Management, Computer Science, or equivalent, relevant work experience
- 5+ years’ experience working information security controls, information technology audit, or security risk management.
- 2+ years’ experience developing security standards and guidelines based on best practices and industry standards
- Must have previous experience with NIST CSF & 800-171, CMMC, or SOX compliance frameworks
- Previous project management experience and/or certification (CAPM/PMP) is highly desired
- Certified Information Systems Auditor (CISA) or equivalent certification preferred
- US Citizenship is required

**Job Requirements:**

- Must be detail-oriented and results-driven with strong sense of ownership
- Must have strong technical, interpersonal, verbal, and written communication skills and the ability to work effectively with a diverse set of peers, colleagues, and managers
- Ability to collaborate with internal departments to ensure compliance objectives are being met
- Ability to be security conscious in daily work
- Strong problem-solving skills
- Ability to work well under pressure, multitask, and excel in a fast-paced 24/7 environment

**COMPANY INFORMATION**

*Iridium is the only truly global voice and data satellite communications network that connects people, organizations, assets, government and relief agencies with “on-the-move” availability. Together with its ecosystem of partners, Iridium delivers essential, reliable communications with an easy-to-integrate platform and service for improved efficiency. With more than 20 years of experience, Iridium delivers the next-generation of connectivity, Iridium Certus<sup>SM</sup> - the most versatile global broadband service that satisfies the critical need to send and receive communications when traveling by land, sea or air. For more information about Iridium products, services and partner solutions, visit [www.iridium.com](http://www.iridium.com).*

**CONTACT INFORMATION**

<b>Job Reference #:</b>	2021-1892
<b>*Contact Name:</b>	Emily Benton
<b>*Method:</b>	Apply online through ICIMS preferred
<b>Website:</b>	<a href="http://IT Security Compliance Administrator in Tempe, Arizona   Careers at Gateway (icims.com)">IT Security Compliance Administrator in Tempe, Arizona   Careers at Gateway (icims.com)</a>

**SPECIAL INTRUCTIONS:**

All applications must apply online. Please reference that you found the listing on the ISACA Chapter website.

***The ISACA Phoenix Chapter is not responsible for the content or accuracy of this job posting.***