

Job Profile

Job Title: Information Security Analyst

Job Grade: Level 3 Zone 1

Salary Range: £31,434 - £36,110

About Camden

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because we're not just home to the UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

A key part of our Digital and Data Services (DDS) department, our Technology Service provides secure, innovative, efficient and scalable technology solutions that empower our Staff and our Citizens. We are a team of collaborators and knowledge sharers working in an agile, fast-paced environment.

About the role

Camden have an exciting opening for a passionate candidate who would like to develop their career within our Information Security team, testing IT and Information Security controls and reporting on their adequacy and effectiveness.

This is a new role, created to focus on ensuring compliance to security policies, relevant and applicable requirements and standards across the company. The successful candidate will perform audit activities in accordance with the ISO 27001 standard and other internal review requirements.

Tasks will include but are not limited to:

- Assist with Planning and developing Camden's ISMS to meet ISO 27001 requirements
- Plan and conduct other security control audits to assess compliance with company Information Security Policies and Requirements
- Report on the design and operation effectiveness of Information Security Controls
- Monitor progress of corrective actions against remediation plan

- Internal Document control and maintenance
- Providing advice to the organisation and ensuring that security standards are understood and complied with
- Conducting regular reviews of application requests from Camden colleagues to ensure our data remains secure
- Researching and evaluating emerging cyber security threats

This job description is not intended to be an exhaustive list of responsibilities. The job holder may be required to complete any other reasonable duties in order to achieve business objectives.

About you

Camden is on a journey to transform our digital experiences through the use of cloud technology. To be a successful Information Security Analyst, you will need to adapt to a fast-paced, ever-changing environment, as well as maintaining a professional, security-focused approach to all tasks. You will ensure that you keep up to date with current threat trends and use that to the benefit of our organisation and its goals.

You will be a good problem solver who can work on your initiative and with others to identify creative and innovative solutions. You will also be adaptable and flexible in your approach to work and have excellent organisational skills to manage a varied workload.

You will have relevant degree qualification to demonstrate your capabilities and fit for the role.

Core skills include:

You will be able to demonstrate the following experience and technical skills:

- An appreciation for Information Security / ISO standards and the enthusiasm to develop in the role, guided by the wider team.
- Basic understanding of risk management and control frameworks.
- The ability and interest to learn and perform technical audits on IT and Information Security controls
- The ability to see the big picture, as well as understand and challenge the detail when required.
- Strong IT technical knowledge (e.g., Cloud, BYOD, Web applications and services, demonstrated through university, personal projects or commercial experience)

- Able to analyse and interpret information, reporting conclusions in formats aligned to the target audience
- Preferably a Computer Science or Information Security degree holder

Desirable skills include:

It would be a bonus if you had knowledge of and / or experience in:

- Waterfall and agile project management methodologies
- IT Service Management practices
- Data Protection controls and practices
- Security tools & technical controls
- NIST, DPA, GDPR, ISO 27001, PCIDSS
- Commercial experience

Work Environment:

In line with Camden's Agile Working approach, there is an expectation that the post holder will split their time between working in the office and working at home as appropriate for their role. You are expected to work core hours between Monday – Friday.

Relationships:

- This post reports to the Information Security Manager and additionally works closely with the InfoSec Team
- Internal at all levels.
- Local government, membership bodies and professional bodies including the NCSC, external auditors and accreditation bodies as required.

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people. Click [Diversity and Inclusion](#) for more information on our commitment.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships; we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG.