

The Director of Information Security oversees the technology, strategies and procedures for the Firm's information security. This position collaborates with Firm leadership to develop and implement information security best practices and ensure compliance with legislations and the Firm's strategic vision.

As a Director of Information Security, you will:

- Establish and implement Firm-wide information security policies and procedures
- Manage the workflow and performance of the Information Security team, including providing ongoing feedback and participating in the annual performance evaluation process
- Conduct ongoing information security risk analysis and develop processes to reduce the Firm's risk of security breaches
- Collaborate with the General Counsel's Office to develop and implement information security compliance training programs and resources
- Monitor and audit the Firm's electronic security systems, including antivirus management, firewall and internet access protections and log review
- Oversee internal control systems to ensure that appropriate information access levels and security clearance levels are maintained
- Manage the information security incident response process
- Respond to client inquires related to Firm security and privacy procedures
- Research advances in information security technologies and prepare recommendations for Firm leadership

Job Requirements:

- Bachelor's degree
- At least ten (10) years of related work experience
- Advanced knowledge of information security principles and auditing methodologies
- Advanced knowledge of information systems security risk frameworks and server architecture
- Knowledge of Microsoft Office Suite (Excel, Outlook, PowerPoint, and Word)
- Knowledge of network (TCP/IP), host-based security settings/controls, and security technologies
- Knowledge of information security legislations
- Strong written and verbal communication skills
- Strong mathematical and analytical skills
- Strong organizational skills
- Ability to work under tight deadlines and prioritize responsibilities
- Ability to handle and maintain confidential information
- Ability to work independently and under own direction and initiative
- Ability to learn new concepts and skills quickly

Submit Resume to:

Paula Kurtzman, Senior Recruiter
pkurtzman@friedmanwilliams.com
198 Route 9, Manalapan, New Jersey 07726
Direct Line: 732-965-1052

