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| **Role Title:** | IT Security Analyst |
| **Location:** | Milton Keynes |
| **Reports to Role:** | Senior Governance Risk & Compliance Manager |
| **Direct Reports:** | None |
| **Grade:** | 4 |
| **Notice Period:** | 4 weeks |
| **Version Number and date:** | Version 3 Date: 08.10.2024 |

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| **ROLE PURPOSE** |
| The Security Analyst role will support the whole information security team, primarily supporting Governance, Risk and Compliance as well as occasionally Security Operations. It comes with a broad range of responsibilities to gain experience and build a level knowledge across the entire Security function. |

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| **MAIN AREAS OF RESPONSIBILITY** |
| * Assist with daily checks of monitoring systems to ensure they remain healthy. * Provide support to maintain metrics and reporting to ensure the security threats and trends impacting our business are understood and are raised to the Governance, Risk and Compliance team. * Liaising with 3rd party companies to support various aspects of our security systems. * Involvement in third party Supplier Assurance and Security Impact Assessments. * Aid with the development of processes, maintenance, and improvement of runbooks. * Undertake basic risk assessments with supervision and direction. Supports some complex risk analysis as part of a team. * Assist with security education and awareness. * Assist in preparing for and conducting compliance audits. * Take part and assist in running Tabletop Exercises. * Support the delivery of broader security initiatives and projects. * Continual improvement of internal reporting. * Input into policies and standards.   *The main areas of responsibility are not intended to be exhaustive but give a general indication of the role. It is the nature of the Company that tasks and responsibilities are in many circumstances, unpredictable and varied. All colleagues are therefore, expected to work in a flexible way when the occasion arises and acknowledge that tasks not specifically covered in their role profile are not excluded. Core working hours are Monday to Friday 9AM to 5PM. You may be expected to participate in the out-of-hours support rota for which a shift allowance would be awarded.* |
| **ACCOUNTABILITY** |
| * Supporting team members to ensure security systems are maintained and processes improved. |

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| **KNOWLEDGE, SKILLS, ABILITY & EXPERIENCE** |
| * A team player who is hard working and self-motivated. * Excellent attention to detail. * Strong Analytical and Troubleshooting Skills. * Ability to remain calm under pressure and clearly communicate to all levels of management. * A good awareness of information security best practices, ideally through hands-on experience working within an Information Security role. * Recognised security qualification (Security +, CySA+ etc) ideal but not essential. * Experience preferred with PCI DSS or NIST. * Experience working with Identity Governance platforms and processes ideal. * Ideally 3+ years of proven Information Technology experience with a good understanding of infrastructure and experience of Microsoft Azure and O365. |

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| **COMPETENCIES** |
| ***At Domino’s we recruit, develop and retain the best talent, we work hard and have fun along the way, and our colleagues are;***  A close up of a sign  Description automatically generated |
| Proud & Enthusiastic: A positive advocate of their brand energises others through their passion.  Results Driven: Exceeds goals, pushes themselves to deliver, gets the job done at pace.  Focused & Agile: Works towards business goals, flexible to adapt and innovate as needed.  Open & Honest: Has sincere and two-way conversations, listens to and respects the views of others**.**  Supportive: Encourages and helps others, builds relationships, contributes to a positive environment |