

WE ARE HIRING

Job Role: Information Security Advisor
Reports to: Director of Administration & Finance
Contract Duration: Two (2) Years (Extendable)
Duty Station: Accra



Implemented by:
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Für Entwicklungszusammenarbeit

Company Profile:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) - is a public-benefit federal enterprise working in more than 100 countries worldwide. We work on behalf of the German Government and support public and private sector clients in a wide variety of areas, including economic development and employment, energy and environment, and peace and security. Our activities in Ghana cover three priority areas: Climate and Energy, Just Transition; Sustainable Economic Development, Training and Employment, and Peaceful and Inclusive Societies, which focuses on good governance.

Scope of Role:

The Information Security Officer (ISO) is responsible for establishing, implementing, and maintaining an information security management system at GIZ Ghana, in collaboration with the ISM team at Headquarters of GIZ in Germany. Based on the already introduced SOPs and measures. The Information Security Advisor will be advising and supporting all units of the Country Office and the various projects of GIZ Ghana.

Tasks:

- Implementing, coordinating, and continuously improving the GIZ Ghana information security management system
- Creating, coordinating, and revising information security policies and SOPs adapted to the context of GIZ Ghana.
- Planning and coordinating the implementation of information security measures in close alignment with management level and key stakeholders such as e.g., HQ-ISMT, IT Unit, Security Risk Advisor, and projects.
- Monitoring the effectiveness of the information security system for revisions and audits and for ensuring the investigation of Information security incidents & coordination of their reporting (reporting system)
- Recommending improvements and measures to mitigate incidents to the ISMS governance team.
- Preparation of and support the continuous improvement in order to pass the certification and surveillance audit.
- Provide guidance and support GIZ staff to implement information security best practices.
- Close interaction and communication to Headquarter ISM-Operations and relevant stakeholders.
- Establishing the local Information Security Risk Management (IRM) incl. risk register, risk assessment and risk treatment management.

Profile:

- Masters/MSc degree in Information Security or Information Technology.
- At least 5 years' professional experience in an international organization.
- 4 years' work experience in corporate risk management.
- Experience in vulnerability management.
- Knowledge and experience in ISO/IEC certification.
- Diligent, open minded and innovative and very good teamplayer.
- Very good communication skills towards different stakeholders
- Possess excellent social skills such as being pro-active and network effectively with all levels of expertise, extending from projects to GIZ-HO.

How to Apply:

Interested and suitable applicants are to forward their detailed Curriculum Vitae (CV) and a one-page cover letter to hr-ghana@giz.de quoting the **Job Code 2024/ISA-CO/28/03** in the subject line. If you do not hear from us two (2) weeks after the deadline, please consider your application unsuccessful.

GIZ is an equal opportunity employer committed to diversity. All qualified candidates regardless of age, sex, ethnicity, race, and religion are encouraged to apply.

 **Closing date: 11.04.2024**