

## PRIVACY ANALYST IN PITTSBURGH, PA

SEEKING CANDIDATE TO PROVIDE ANALYTICAL SUPPORT FOR AN ENTERPRISE WIDE PRIVACY PROGRAM.

### ABOUT OUR COMPANY:

With over 20 years of experience in supporting corporate and federal recruitment, workplace mentoring, and technology accessibility initiatives, Bender Consulting Services, Inc. is the leading national expert in disability employment solutions for private and public sector employers. To learn more about how to start your career with Bender Consulting Services, Inc., please visit our website at [www.benderconsult.com](http://www.benderconsult.com).

### HOW TO APPLY:

To apply for consideration for the following career opportunity for people with disabilities, please visit [www.benderconsult.com/careers/submit-resume](http://www.benderconsult.com/careers/submit-resume) and complete the electronic form.

### POSITION DESCRIPTION:

- Support policy and procedure development, communication, investigation, response, and mitigation of privacy incidents.
- Maintain various databases used for tracking privacy and security incidents and issues and workforce training.
- Perform analysis, provide guidance to business and operational areas, recommend changes to processes and prepare reports.
- Collaborate with other members of the team and business owners.
- Participate in audits and cross-functional projects of various sizes and levels of complexity.

### QUALIFICATIONS:

- Basic understanding of information management and privacy. Knowledge of HIPAA preferred
- Excellent oral and written communication skills.
- Ability to work in a team environment while meeting independent assignments.
- Strong analytical, organizational, project management, and problem-solving skills.
- Ability to effectively resolve privacy issues and concerns.
- Must possess sound professional judgement, business knowledge, and business acumen.
- Bachelor's Degree preferred. Associate's degree or Paralegal Certificate accepted.