

Job Specification

Job Title: Business Security Analyst
Division: Trust Operations
Full time / Part time: Full time
Location: Zurich

Rothschild & Co.

Rothschild & Co is one of the world's largest independent financial advisory groups. We offer a distinct perspective that makes a meaningful difference to our clients' business and wealth.

With a team of 2,800 talented financial services specialists on the ground in 40 countries across the world, we provide independent advice on M&A, strategy and financing, as well as investment and wealth management solutions to large institutions, families, individuals and governments. As a family-controlled business that has been at the centre of the world's financial markets for over 200 years, we can rely on an unrivalled network of specialists and are known for our track-record of outstanding execution in financial services.

Rothschild Private Wealth

At Rothschild Private Wealth we offer an objective long-term perspective on investing, structuring and safeguarding assets, to preserve and grow our clients' wealth.

At Rothschild Private Wealth we provide a comprehensive range of private wealth services to some of the world's wealthiest and most successful families, entrepreneurs, foundations and charities. In an environment where short-term thinking often dominates, our long-term perspective sets us apart. We believe preservation-first is the right approach to managing wealth.

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Overview of Role

Supporting a global platform across eight locations by implementing, managing and controlling user access rights according to business requirements. The Operations team designs solutions and implements processes across the Trust business, working closely with numerous functions enabling the Trust group to operate within a fast-changing regulatory environment, enhance efficiency and add value for clients.

Responsibilities

- Oversee system access control for the Trust Core Platform in accordance with internal IT security directives.
- Provide user management and IT support for business users for all Trust offices.
- Continually improve and implement operational processes (e.g. data security controls and client administration).



- Carry out regulatory reporting to ensure information management and control across the group.
- Establish and maintain operational requirements and support ad-hoc projects across relevant regions.
- Execute regular controls within the 'Rothschild Information Security Control Framework'.
- Ensure information security policies, standards and frameworks become an integral component of Trust operations; manage exceptions according to policies and within business risk appetite.
- Assist the Trust business with vendor management activities to ensure information security requirements are part of the vendor selection criteria, contractually agreed and regularly monitored.
- Support Trust Operations on projects and day-to-day activities to ensure information security and regulatory requirements (e.g. Swiss Data Protection laws, FINMA, MAS, etc.) are implemented.
- Investigate security incidents, coordinate remediation and report to Information Security and business stakeholders
- Work closely with internal IT teams and other business stakeholders to ensure issues are remediated.
- Assist in the coordination of security tests performed by specialist providers and collate relevant information for internal and external audits.

Education and Qualifications

- Bachelor's degree or equivalent in Computer Science or related subject.

Experience, Skills and Competencies Required

- Previous experience in IT security essential.
- Understanding of fundamental IT and information security principles.
- Knowledge of Swiss banking regulations.
- Fluent in English (written and spoken).
- Prior exposure to another Trust business is a strong advantage
- Prior experience in supplier management from an information security perspective is also advantageous.
- Self-motivated and delivery focused.
- Able to work independently on simultaneous projects, effectively prioritising workloads.
- Strong problem solving and analytical capabilities skills.
- Ability to effectively communicate with a wide range of internal and external stakeholders.