



JOB POSTING NOTICE

*All applications will be reviewed and selected for posted positions
without regard to race, color, religion, national origin, sex, age, marital status, or disability.*

Posting Date: February 3, 2010

Job Posting #	Position/Status/Grade	Location
10-011	Information Risk Officer Full-time Grade: 22-1 Salary: \$4849. - \$7430.	Information Services Dept, Medford, OR

Summary:

Creates strategic information security plan with a vision for the future of information security at PremierWest Bank. Develops appropriate information security solutions that uniquely protect the bank’s business activities. Develops action plans, schedules, status reports, budgets and management reports intended to improve the status of the company’s information security. Oversees information management and classification, policy, compliance, incident response, and vulnerability assessment, among other IT duties. Works closely with IT technical staff in implementing security initiatives.

Relationships:

Reports to: SVP, Chief Information Officer
Contacts: Branch Staff, Operations & Administration Staff and Outside Contacts

Duties and Responsibilities:

- Documents security protection objectives and metrics
- Performs IT risk assessments and controls testing
- Maintains business continuity plan and oversees testing
- Ensures conformance with info security policies and procedures
- Prepares for and coordinates IT audits and vulnerability assessments
- Ensures resolution of information security audit and compliance issues
- Analyzes system logs and initiates preventative measures
- Create user awareness and provides input for security training
- Manages system identity and access processes, and provides support of user activity and system access reviews
- Oversees incident response planning and investigation of security breaches
- Focus on the customer and provide quality customer service
- Represents the bank in a courteous, friendly and professional manner
- Perform other essential duties as assigned.

Position Qualifications:

- Five or more years of relevant experience, preferably in a banking environment
- Bachelor’s degree preferred
- Deep understanding of the bank’s core business to enable strong risk assessment
- Experience with security management in a Microsoft environment
- Experience with security management in banking applications, including Fiserv Premier, preferred
- Ability and willingness to learn constantly changing technology, threats, and mitigation.
- Excellent oral/written communication skills
- Strong analytical skills
- Excellent organizational skills and the ability to work independently
- Ability to work quickly, manage multiple priority tasks and meet deadlines

Position Qualifications cont:

- Maintain a current knowledge of and process work in accordance with Bank policies and procedures
- Ability to function in a team environment and be a team player
- Proven customer relations skills
- Ability to deal professionally with customers, bank personnel and outside contacts
- Thorough understanding of the Bank's Affirmative Action Plan and Equal Employment Opportunity Guidelines
- Knowledge and understanding of the Bank's CRA Program
- Specifically adhere to the Bank's CIP, BSA and related security procedures
- Complete required Compliance training within established time frames
- Valid driver's license