

VIJAYALAKSHMI BABU
INFORMATION SECURITY ANALYST
MOBILE NO: +91- 6380087313
E-MAIL ID: lakshmibabu378@gmail.com

OBJECTIVE

A Passionate Information Security Analyst envisioned to build a career with leading organization which gives opportunities to explore myself fully and work for the growth of self and organization. Willing to work as a key player to secure a challenging position where I can effectively contribute my knowledge on Information Security.

PROFESSIONAL EXPERIENCE

Company Name	HCL Technologies Ltd
Designation	Associate Executive
Duration	May 2019 to till date
Brief description of the project	To ensure all the assigned clients/projects comply with the ISO 27001 control requirements.
Responsibilities	<ul style="list-style-type: none"> • Performed Information security audit/assessment based on obligations and controls related to information security (Baseline and Contractual) • Reviewing and extracting the contractual Information Security obligations and ensure its overall compliance • Implementing ISO 27001:2013 Information Security Management System • Validates controls related to following domains: Access Control, Business Continuity Management & DR, Operations Security, Network Security, Application Security, Logical Security, Physical and Environmental Security, End User Computing Security, Data Privacy, Human Resource Security and Third-Party Security • Validates account specific BCP & DR Plan • Risk assessment were performed for physical assets and business continuity plan • Performed periodic physical security audits and ensuring overall compliance • Ensuring end-user security compliance by performing periodic end user assessments • Validates account specific on-off boarding process and ensuring the compliance. (Validation of access provisioning, revoking and reconciling) • Ensures the protection of Information in Networks by validating Network Security Controls • Validates Background Verification Reports and Non-Disclosure Agreements and partnering with HR for ensuring compliance with Human Resource Security • Ensures Personally Identifiable Information (Privacy data) are adequately protected and ensuring its compliance • Maintain Risk and Issue register and provide regular updates • Works towards Risk Treatment/Mitigation and drives risks for closure • Communicate risk to business owners and support functions such as delivery, HR, Admin, Global IT • Maintain and publish Monthly, Weekly compliance reports • Working with respective stakeholders to prioritize remediation activities and continuously improve security posture

Company Name	Competition Team Technology India, Chennai
Designation	Graduate Engineer Trainee-IT
Duration	Aug 2018 to May 2019
	<ul style="list-style-type: none"> • Worked on software tools for data capturing and complying with the respective processes • Line inspection based on trouble shooting error in production • Developed standalone applications to retrieve data from the database using C Sharp as per certain (dept.) requirements • Basic hardware troubleshooting in shop floor • Hands-on Expires includes – Switch, Routers, Backup administration (Network Attached Storage [NAS]) • Preparing Purchase order, Service Order for IT Related Items and Coordinated with vendors for all the Issues • Installing and configuration of basic Router • NAS Backup daily monitoring & Created File shares and Managed File Permissions • Providing support for different Remote sites and Provide Solutions through Applications like VNC Viewer & Team Viewer • Ensured functionality of desktop system through various departments, frequent evaluations and routine Preventive Maintenance

SKILLS

- ISO 27001:2013 – Security framework, Risk Management (Risk Assessment and Treatment), Information Security Controls & obligation review and awareness, Compliance assessment
- IT General Controls
- Internal Audit
- Proficient in Information Security Risk Management
- Proficient in performing, supporting, documenting and maintaining the information security risk management program in line with information security policies, practices and standards
- Worked along with various technology and business teams to facilitate risk assessments, risk evaluation and reporting
- Good at basic networking and network security concepts
- MS Tools: MS office package- Excel, Power-point, Word
- Have knowledge and developed standalone application in Microsoft visual studio 2015

EDUCATIONAL QUALIFICATIONS

- 2018-B. E (Computer Science and Engineering) from AMCET, Vellore with 7.48 CGPA
- 2014-Class XII from GMHS school, Vellore with 60%
- 2012-Class X from GMHS school, Vellore with 76%

PERSONAL DETAILS

Fathers Name	Babu R
DOB	14-Mar-96
Linguistic Abilities	English, Tamil, Telugu
Address	No 22/4, Sanjeevi pillai street. Sarbanamedu. Vellore-632012

DECLARATION

I do hereby declare that the particulars of information and facts stated herein above are true, correct to the best of my knowledge and belief.

Place: Chennai

Date:

(VIJAYALAKSHMI BABU)