

Sr Disaster Recovery Specialist - Entrust

Entrust is an innovative leader in identity-centric security solutions, providing an integrated platform of scalable, AI-enabled security offerings. Headquartered in Minnesota, we offer our colleagues the ability to work globally, in a flexible and collaborative environment. Our team makes an impact!!

The Company: Entrust relies on curious, dedicated and innovative individuals whom anticipate the future and provide solutions for a more connected, mobile and secure world. Entrust's technologies and expertise help government agencies, enterprises and financial institutions in more than 150 countries serve and safeguard citizens, employees and consumers.

We Believe: Securing identities is most effective when we value all identities. We are committed to ensuring that, through diversity and inclusion, the many voices that make up our communities are heard. From unconscious bias training for managers to global affinity groups that create connections both within and across our enterprise, Entrust expects and encourages all individuals to accept and respect one another. And, of course, to be themselves.

We're looking for a Sr. Disaster Recovery Specialist

We are currently seeking qualified, motivated talent to be responsible for developing and maintaining our disaster recovery plans in support of and part of Entrust's Business Continuity Program. These plans will facilitate the recovery of specific critical applications in the event of a significant business disruption. You will provide leadership in coordinating, assessing, developing, and communicating recovery environment requirements and contingency plans. These plans are aligned with Entrust's technical needs serving the appropriate groups and stakeholders. These plans will result in recommendations to enable timely, effective decisions regarding hardware/software recovery planning. You will be called on to provide very complex project leadership between technology groups and other company business units, emphasizing regular communication with all stakeholders. You will be expected to interact with the various support groups for the purpose of planning, directing, controlling, and maintaining the Disaster Recovery Program.

Location: Hybrid in Ottawa, ON or remote in Ontario

- We offer flexibility
- We offer a diverse work environment
- Futureproof your career with a job in information security

How you will make an impact:

Responsibilities:

- Lead recovery capacity planning coordination with company technology groups in support of specific business units. A successful candidate will accomplish this by building on the business unit's current strategy, in development strategies, and new initiatives, with major focus on proactively assuring recovery networks and processing environments (RTO/RPO).

- Assume responsibility for planning efforts with major focus on assuring adequate end-state production recovery environments, meeting all strategic planning deliverables, coordinating activities of technology resources with other company business units and development groups, as required.
- Performs risk analysis for business areas, including regular BIA updates, to identify points of vulnerability and recommend technical reduction strategies.
- Assist in enhancing, formalizing, and standardizing the business planning process, including forecasting, and tracking mechanisms, across all applicable business units. This will be done to facilitate timely accommodation of future company recovery requirements and opportunities.
- Design and facilitate disaster recovery tests as required by the Business Continuity Program and complete follows ups with post exercise documentation and action items.
- Support the creation of all training related documentation and facilitate training on disaster recovery procedures to staff as needed.
- Support our Information Technology teams in maintaining and updating the Critical Assets List annually.
- Act as lead disaster recovery subject matter expert in dealings with 3rd party auditors.
- Perform periodic audits of existing Disaster Recovery Plans and report to management on any improvements that need to be made. This would include annual Application Impact Assessments.
- Perform all administrative activities, including meeting attendance, status reporting, strategic planning, expense processing, documentation, and other activities, as assigned, in a timely fashion.
- Assists recovery teams and business resumption staff during an incident in the implementation of response and recovery strategies.
- Has membership and visibility in professional organizations and plays a substantive role in developing strong relationships with internal and external resources

Qualifications:

Basic Qualifications

- A bachelor's degree in a relevant field with a minimum of 5 years of experience or relevant involvement in support of a disaster recovery program.
- Technical skills including proficiency in business process analysis, incident response frameworks, and crisis communications.
- Knowledgeable with IT terms and technologies related to disaster recovery planning and execution.

- Able to present and facilitate disaster recovery training sessions with staff and senior level management.
- Experience with application architectures, middleware, and technology platform architectures (cloud, on-premises, and hybrid).

Preferred Qualifications:

- Familiarity with ISO 27001 certification requirements and ISO 22301 is an asset.
- ITIL Certification.
- Project/ Program Management skills and understanding of processes, risks, and controls.
- Ability to function effectively in a fast-paced environment to meet high pressure deadlines
- Effective analytical, troubleshooting, and critical thinking skills.
- Excellent organizational, verbal, and written communication skills.
- Experience in recognizing and managing confidential/sensitive information.
- Well organized with the ability to participate in multiple projects with competing deadlines.
- Confident working as a member of a global team as well as independently.

Why Should You Apply?

- Leader in the security industry
- Friendly, supportive & knowledgeable teams
- Opportunities for on-the-job training
- You'll help secure identities!

For more information, visit www.entrust.com.

For Canadian roles, or where applicable:

Entrust values diversity and inclusion and we are committed to building a diverse workforce with wide perspectives and innovative ideas. We welcome applications from qualified individuals of all backgrounds, and we strive to provide an accessible experience for candidates of all abilities.

If you require an accommodation, contact accessibility@entrust.com.

Recruiter:

Xochitl Ticas Lara

Xochitl.TicasLara@entrust.com