



IT Security Compliance Administrator

We are seeking an IT Security Compliance Administrator to join our growing team! You will be responsible for ClearGage's compliance program, encompassing all infrastructure, software applications and processes, with an emphasis on both Payment Card Industry (PCI) compliance and HIPAA compliance.

Responsibilities:

- Ensure that compliance standards are maintained across all departments. Coordinate with other members of the information technology group and end user departments to implement and sustain appropriate technical and procedural controls to support this objective.
- Monitor and track PCI DSS compliance of relevant third-party vendors, including hosting partners and application vendors.
- Perform reviews of ongoing security procedures, including reviews of firewalls, monitoring of logs systems, and vulnerability management (anti-virus, software/firmware patch, vulnerability scanning).
- Assist with the development, maintenance and monitoring of compliance with Information Security Policies. Help oversee security policy education/awareness across the organization.
- Monitor all changes to compliance standards, especially PCI DSS and HIPAA. Communicate all changes and how it effects the organizations compliance status to appropriate teams.

Qualifications:

- 4+ years of Information Security experience
- Working experience with PCI DSS and HIPAA compliance assessments
- Hands on experience with Linux and Windows patch management
- Experience with PCI and HIPAA compliance in AWS
- Experience with network technologies and related segmentation strategies

- Strong written and verbal communication skills

About ClearGage:

Headquartered in Tampa, Florida (Northdale), ClearGage is a rapidly growing healthcare payments technology company providing innovative payment solutions to the healthcare industry. To learn more about ClearGage, please visit our website at www.cleargage.com.