



ROLE PROFILE

Role Profile	
Job Title	DSPT/IT Assessor
Department	Cyber and Data Protection
Reports to	Head of Information Security

Job Purpose	<p>This role will be responsible for assessing the effectiveness of Data Security and Protection Toolkit (DSPT) provisions and IT security controls to ensure they support our customer's objectives and comply with regulatory requirements.</p> <p>As part of the assessments the role will identify risks, evaluate controls and provide recommendations to enhance the overall security and compliance of our customers DSPT and IT Security management.</p>
Key Competencies and Outputs	<p>Conducts DSPT/IT audits of systems, processes, and controls to evaluate their effectiveness and adherence to company policies</p> <p>Ensures Delt's own compliance and submission of Delt's DSPT assessments; ensuring activities meet agreed Service Levels.</p> <p>Identifies and assesses risks related to data security/protection and regulatory compliance.</p> <p>Assists in providing information to Delt stakeholders to support the completion of their Data Security and Protection Toolkit (DSP Toolkit) submissions and participate in Delts own submission.</p> <p>Follows audit plans, procedures, and testing methodologies provided based on compliance and regulatory requirements.</p> <p>Perform reviews of DSPT requirements/IT controls, document findings, and communicate audit results to management and stakeholders.</p> <p>Recommends improvements in controls, processes, and systems to mitigate lack of compliance and enhance operational efficiency.</p> <p>Stays updated with industry trends, emerging technologies, and regulatory changes to ensure audit practices remain current and effective.</p> <p>Prepares comprehensive audit reports summarising audit findings and recommendations following the templates provided</p> <p>Serves as a subject matter expert (SME) for DSPT; building and maintaining strong working relationships with key parties outside of Delt.</p> <p>Provides input into the alignment of working practices to ensure continued compliance with Data Protection and Computer Security law, as well as customer compliance requirements.</p> <p>Supports the production of Compliance statements for relevant security standards to support customer compliance programmes (e.g. DSP Toolkit).</p> <p>Works with colleagues and customers to ensure compliant services are delivered including evaluating and testing audit evidence.</p>

	<p>Supports service-level agreements (SLAs) to ensure that audits are completed on time to an acceptable level.</p> <p>Provides ongoing knowledge transfer to team members and clients on DSPT and IT security standards and coaches less experienced team members.</p> <p>The holder will promote and align working practices to support data protection and information security requirements as laid out in:</p> <ul style="list-style-type: none"> • UK GDPR / UK Data Protection Act • Cyber Essentials • Information Security Management: NHS Code of Practice • NHS Digital Principles of Information Security • NHS Codes of Practice and Legal Obligations • Data Security and Protection Requirements for Health and Care Organisations
<p>Experience, Knowledge, Skills and Qualifications</p>	<p>Proven 2-5 years of experience as an Auditor, conducting audits of IT systems, controls, and processes or experience completing DSPT for an NHS Trust.</p> <p>Strong understanding of core data security and protection principles, and information security best practices.</p> <p>Excellent analytical and problem-solving skills, with the ability to interpret complex information and identify areas for improvement.</p> <p>Ability to identify risk and compliance gaps and communicate the gaps clearly and concisely with recommendations for improvement.</p> <p>NHS DSPT experience would be desirable</p> <p>Familiarity with security standards like ISO 27001, Cyber Assurance Framework and NIST Cybersecurity Framework</p> <p>Understanding of regulatory data protection compliance requirements.</p> <p>Knowledge of relevant legislation affecting data protection, information security and computer-based crime affecting the UK.</p> <p>Commitment to personal and professional development with a willingness to undertake appropriate and regular training as required.</p> <p>Demonstrable experience working in a professional IT environment.</p> <p>Experience in providing a customer focused service.</p> <p>Proficient user in a range of Microsoft packages.</p> <p>Works well in a team and able to communicate effectively to various levels of senior management within an organisation</p> <p>Ability to interpretate and apply audit, security and legislative requirements</p>
<p>Corporate Standards</p>	<p>In accordance with Delt organisational policies and guidance on information management and security, it is the personal responsibility of all employees to ensure data protection, client confidentiality and appropriate information governance.</p> <p>All employees must act at all times in accordance with relevant legislation and regulations, codes of practice and Delt's policies and procedures.</p> <p>All employees must work within the requirements of our Health and Safety policy, ensuring safe systems of work and procedures.</p> <p>Undertake all duties with regard to the Delt equalities policy and relevant legislation.</p> <p>In a people first environment, the post holder must both be aligned and aspire to Delt's values and expected standards of behavior for them and their team(s).</p>