

Business Continuity Specialist

Control Risks is a specialist risk consultancy that helps to create secure, compliant and resilient organizations in an age of ever-changing risk. Working across disciplines, technologies and geographies, everything we do is based on our belief that taking risks is essential to our clients' success.

We provide our clients with the insight to focus resources and ensure they are prepared to resolve the issues and crises that occur in any ambitious global organization.

We go beyond problem-solving and give our clients the insight and intelligence they need to realize opportunities and grow. From the boardroom to the remotest location, we have developed an unparalleled ability to bring order to chaos and reassurance to anxiety.

Our people

Working with our clients our people are given direct responsibility, career development and the opportunity to work collaboratively on fascinating projects in a rewarding and inclusive global environment.

Location

San Francisco Bay area

Engagement

Full-time

Department

Embedded Consulting Services

Job purpose

The Sr. Business Continuity Specialist is an integral role on the Global Resiliency Team who partners with teams across a leading technology company to develop and exercise recovery strategies to keep the organization resilient during disruptive events. This is a level role that reports directly to the Global Business Continuity Manager. This role requires a good understanding of adaptive business continuity planning strategy and business operations, especially in an information technology organization. This role will assist in maintaining and maturing the business continuity program to improve resiliency and protect our people, assets reputation. Edged between tactical and strategic, this integral role will assist with the implementation of a world-class BC Program.

Tasks and responsibilities

Responsibilities include, but are not limited to:

Work closely with the Global Business Continuity Manager to develop and implement a transformative world- class BC Program

Support Global Security Resiliency Team to implement program policy, guidelines, methodology, for developing crossfunctional teams' business continuity plans

Provide input, and manage content on the Business Continuity SharePoint and Intranet

sites

Facilitate collaboration with teams and ability to influence informally across different teams

Support the team to develop and participate in presentations of our business continuity information to stakeholders of all levels

Assist in the development and conduct of business continuity training and exercises

Track and report teams' compliance with BC Guidelines

Other activities as required

Knowledge and experience

2- 5 years of relevant business continuity experience

Strong experience driving cross-organizational projects to resolution

Experience working with a large global company

Strong Project and Process Management experience

Qualifications and specialist skills

Ability to work well in cross-organizational and cross-functional teams

Familiarity with Salesforce, Tableau and any BC tools

Experience with and collaborative tools such Confluence, SharePoint, Wiki

Ability to communicate effectively and adapt quickly

Distinctive problem-solving and analytical skills combined with strong business acumen and technical ability

Behaviors

All employees are expected to display behaviors reflective of our company values: Integrity and Ethics, Collaboration and Teamwork, Commitment to People and Professionalism and Excellence.

How to apply

If your qualifications, experience and aspirations match our requirements, email a cover letter and resumé to: erica.gauger@controlrisks.com