

GSOC Senior Analyst

Job ID
REQ-10077325
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Индия

Сводка

Location: Hyderabad

The GSOC Senior Analyst also plays a key role in supporting critical asset monitoring, secure travel support, and emergency communication workflows. Operating within a 24x7 rotational shift model, the analyst ensures continuity of operations, compliance with ISO 27001 and EN 50518 standards, and maintains structured documentation to support audits, certifications, and after-action reviews.

About the Role

Major Accountabilities:

Shift Handover & Continuity of Operations

- Conduct comprehensive shift handovers covering VIP movements, threat intelligence updates, ongoing incidents, and system alerts.
- Ensure operational continuity by documenting critical incidents and preserving audit trails.

Real-Time Monitoring & Alarm Supervision

- Monitor security alarms, CCTV feeds (VMS/Axis Companion), GPS tracking systems, and field team dispatches.
- Ensure compliance with GSOC Work Process Documents (WPDs) for incident classification, escalation, and response.

Emergency Notifications & Crisis Coordination

- Coordinate time-sensitive emergency communications via approved platforms (e.g., Everbridge).
- Maintain accurate and auditable stakeholder distribution lists.
- Act as the focal point for multi-agency coordination during critical events.

Executive Protection Helpline & Call Handling

- Provide 24/7 helpline support for senior associates.
- Maintain structured call handling protocols, access control for privileged information, and escalation logs for after-action review.

Secure Travel Support

- Vet travel itineraries against geopolitical and localized threat intelligence.
- Provide proactive risk mitigation recommendations for high-risk travel.

Critical Asset Security Monitoring

- Monitor strategic locations and high-value assets for security breaches.
- Enforce physical access control policies and respond to anomalies.

Compliance & Documentation

- Maintain secure and accurate events and incident logs.
- Participate in internal audits and readiness drills to uphold ISO 27001 and EN 50518 certification standards.

Minimum Requirements

- Availability for 24x7 rotational shifts as per operational needs.
- Commitment to strict confidentiality and compliance protocols (ISO 27001 A.9 – Access Control & A.13 – Communications Security).
- Strong analytical and communication skills, especially under time-sensitive or high-pressure conditions.

Desirable Attributes

- Familiarity with incident categorization frameworks, RACI matrices, and business continuity planning (BCP).
- Experience with classified information handling, multi-jurisdiction coordination, and structured communication under stress.
- Ability to synthesize threat intelligence into actionable insights for operational and strategic decision-making.

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Business Unit
Administration & Facility
Место
Индия
Сайт
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Юристы, Интеллектуальная собственность, Compliance
Job Type
Full time
Employment Type
Regular
Shift Work
No

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