Job Description for Compliance Analyst - CoreTechs®

Job Status: Exempt, Full Time

Reports to: Compliance Officer

The Company
Gray Matter Analytics is a rapidly growing early-stage company headquartered in Chicago, with offices in New York. Gray Matter Analytics Value-Based Care (VBC) Analytics Solutions provide value in three distinct ways.

- We partner with customers to deliver tailored solutions to optimize value-based care performance through our advisory and implementation services.
- We leverage a catalog of measure calculations and advanced analytic models, together with predictive insights to accelerate value through our business solution accelerators.
- Our solutions are delivered using our cloud-native, highly configurable CoreTechs® engine.

We transform healthcare organizations into data and insights-driven enterprises. We bring the right insights to the right stakeholder at the right time to improve decision making and outcomes, and lower cost, improve quality and enhance VBC performance.

Essential Job Functions
- Participate in IT and Compliance assessments, audits, gap analyses, and remediation.
- Actively contribute to projects in the areas of System and Organization Controls 2 Compliance tests and audits (SOC 2)
- Communicate with project stakeholders to effectively convey requirements of technical and process improvements.
- Assist in the development of customized policies, procedures, controls, disaster recovery plans and technical documentation for applications, systems, and infrastructure.
- Assist in planning and monitoring of security measures for the protection of computer networks and information
- Ensure appropriate security controls are in place that will safeguard digital files and vital electronic infrastructure

Qualifications & Desired Skills
- At least one Accounting, Risk or IT certification held or in process (i.e., CPA, CISSP, CISA, CISM, CRISC).
- Bachelor's Degree from an accredited 4-year university
- Minimum of two years of experience in the information security, information technology, enterprise risk or compliance field.

Gray Matter Analytics is an Equal Opportunity Employer. Gray Matter Analytics does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.