**Kelechi Obinna-Uguru**

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**PROFESSIONAL SUMMARY**

Highly motivated Cybersecurity Compliance Specialist with a proven track record of ensuring critical systems and data integrity and security. Adept at navigating the complex landscape of regulatory requirements and industry standards, excels in developing and implementing comprehensive compliance strategies that mitigate risk, optimize security posture, and foster a culture of cyber resilience. Known for meticulous attention to detail and commitment to safeguarding organizations against evolving cyber threats.

**SKILLS**

* Data Protection & Privacy
* Access Control & Identity Management
* Security Awareness Training
* Security Governance
* Vendor risk assessment
* Regulatory Compliance
* Security Frameworks
* Risk Assessment & Management
* Security Policy Development
* Security Documentation & Reporting

**EXPERIENCE**

**GRC Manager | Canadian Center on Substance Use and Addiction - CCSA Nov 2022 – Present**

* Coordinated and managed the preparation of regulatory filings and reports, maintaining a 100% on-time submission record with regulatory agencies.
* Led the response to a regulatory enforcement action, resulting in a 40% reduction in fines through effective negotiation and compliance remediation.
* Developed and maintained a comprehensive compliance knowledge base, reducing research time by 50% and providing easy access to critical compliance information and resources.
* Conducted regular stress tests on compliance processes, identifying and mitigating $2 million in potential operational risks.

**Compliance & Risk Analyst| Service Canada - ESDC Jul 2022 – Nov 2022**

* Led the response to a regulatory enforcement action, resulting in a 40% reduction in fines through effective negotiation and compliance remediation.
* Conducted thorough compliance risk assessments, identifying and mitigating high-risk areas, resulting in a 25% reduction in compliance-related incidents.
* Developed and maintained a comprehensive compliance knowledge base, reducing research time by 50% and providing easy access to critical compliance information and resources.
* Oversaw the compliance of data privacy regulations, resulting in zero data breaches and full compliance with GDPR and CCPA requirements.

**Governance Analyst | Carefor Community Health Center Aug 2019 – July 2022**

* Coordinated and executed business continuity tests, ensuring minimal downtime and preserving revenue streams during critical events.
* Managed the governance of customer due diligence (CDD) and enhanced due diligence (EDD) requirements, achieving a 99% accuracy rate.
* Led the development and implementation of a governance dashboard, providing real-time visibility into governance metrics and facilitating data-driven decision-making.
* Played a pivotal role in the successful integration of governance processes and systems during a merger, achieving governance alignment without operational disruptions and saving $1.5 million in integration costs.

**ACCOMPLISHMENTS**

* Orchestrated the development and implementation of an integrated Governance, Risk, and Compliance (GRC) framework, achieving a 98% compliance rate across multiple regulatory requirements and industry standards.
* Spearheaded the automation of compliance monitoring processes, reducing manual effort by 40% and ensuring real-time tracking of compliance metrics, saving 400 hours annually.
* Collaborated with IT teams to enhance cybersecurity compliance protocols, reducing the risk of data breaches by 35% and ensuring data security compliance.
* Facilitated the establishment of a governance risk appetite statement, aligning risk-taking decisions with organizational objectives and ensuring compliance with risk tolerance levels.

**EDUCATION**

**Masters of Business Administration: Information Systems and Knowledge Management**

California Intercontinental University

**College Diploma: Business Management**

Herzing College - Ottawa

**Bachelor of Science: Applied Microbiology**

Ebonyi State University

**CERTIFICATIONS**

**Certified Business Analyst Professional (CBAP) –** International Institute of Business Analysis

**Certified Scrum Master (CSM) –** Scrum Alliance

**Google Professional Certificates –** Cybersecurity Professional Certificate

* Assets Threats and Vulnerabilities
* Security Operations
* Incident Response. DC and CR

**–** Foundations in Project Management

* Technical Support Fundamentals

**CISM -** In View

**TECHNICAL ACUMEN**

**Computer Skills:** Microsoft Office Suite (Excel, MS Word, PowerPoint, Outlook, SharePoint, MS Teams)

**Data Analytics**: Tableau, Power BI, MySQL, Excel

**Diagraming:** Visio, Lucid Chart

**Others:** JIRA, Confluence