Kwabena Takyi

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Profile

I am a self-motivated, result and detail-oriented IT Auditor with exceptional knowledge of Information Technology General Controls (ITGCs) and IT Application Controls testing, risk-based audit, SOX Compliance, HIPPA, PCCI DSS, Infrastructure testing and many more. I am also an effective communicator, a team player, capable of working independently, possess excellent technical, analytical and organizational skills demonstrated daily in meeting management set deliverables.

Technical Skills

- Auditing IT systems and recommending necessary controls to mitigate security and privacy risk
- Java, C, C++, HTML, XML, Oracle 12c, SQL Server 2016, Trans SQL
- Database (SQL) – Create and Query Databases Using SQL
- Oracle (SQLPLUS, RMAN), Visual Basic, Networking
- Server Maintenance, Data Warehousing, Data Mining, Data Analysis, EHR Tech
- System Good Math and Statistics background, Data structures, Medical Terminology
- Implementation, configuration and testing

Education

- ***University of Pittsburgh***
- *Master's Degree in Health Information Systems (RHIA Option), 2008*
     Pittsburgh, PA
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- ***Point Park University***
- *Bachelor of Science Degree in Information Technology & Management (Dean's List)*, 2005
- *Pittsburgh, PA*

Experience

University of Pittsburgh   **02/2007 –Present**

Lead, IT Auditor (April 2013-Present)

- Researched potential privacy, security and confidentiality, vulnerabilities of multiuser Health Kiosk systems as part of the organization ongoing assessment of Information Technology General Controls (ITGC).

- Developed audit security check list for multi-user kiosks based on the vulnerabilities identified which ensure standards of the office of Civil rights (OCR) are fulfilled as well compliance with HIPAA and HITECH regulations.

- Liaison and guide the Businesses or Control owners in developing Management Practice Description during CSA (Control Self-Assessment) workshop which ensure security and privacy policies are part of their practices to fulfill controls in the multi-user health kiosk system audit checklist with no exceptions.

- Performed Risk Assessment which involve identification of critical systems or IT assets, identifying related threats and vulnerabilities of systems to determine risk, prioritize risk in order of criticality, evaluate control mechanisms and implement appropriate controls to mitigate highly critical risk.

- Assessed information system controls in areas of information assurance, access control, change control, disaster recovery, and segregation of duties.

- Reviewed Audit paper work of junior level staff and provide guidance and on-the-job training.

- Perform system development life cycle (SDLC) and project management reviews of new information systems initiatives.

- Developed and wrote reports and corrective action plans identifying findings and providing recommendations.

- Assessed security controls through document reviews, interviews and tests to ensure compliance with NIST standards.

- Monitored controls post authorization to ensure continuous compliance with the security privacy requirements.

- Created reports detailing the identified vulnerabilities and the steps taken to remediate them.

- Conduct gap analyses to determine the controls that require assessment in continuous monitoring phase.

IT Manager (April 2011-April 2013)
- Manage UPDDI information technology and computer systems

- Plan, organize, control and evaluate IT and electronic data operations at UPDDI

- Manage IT staff by recruiting, training and coaching employees, communicating job expectations and appraising their performance

- Design, develop, implement and coordinate systems, policies and procedures

- Ensure security of UPDDI data, network access and backup systems

- Act in alignment with user needs and system functionality to contribute to organizational policy

- Identify problematic areas in the UPDDI Information Systems and implement strategic solutions in time

- Audit UPDDI systems and assess their reliability

- Preserve UPDDI assets, information security and control structures

- Handle annual budget and ensure cost effectiveness

Systems Analyst III (Dec 2009-April 2011)

- UPDDI server maintenance, network administration (This includes creation and maintenance of user accounts) and reduced server down time by 95% by writing scripts to automate the whole process.

- Designed and built Hi-Availability virtual server platforms using VMware (ESXi, vCenter server, VSphere).

- Analysis of HTS (High through Put Screening) data using commercially available and UPDDI custom developed software packages: Activity base, Spotfire, Cytominer and APAC toolkit. Deposition of data and data mining in PubChem (NIH Database). This helped in reducing issues related to data analysis by over 60%.

- UPDDI has grown a lot within the short time that I have been here. I have been responsible for setting up various instruments including robotic units that scientists use in Screening, improving the turnaround time for major experiments by over 65%.

- Performed system Installation, integration and configuration using and following rules of project management and hence improving the turnaround time of the whole process by about 40 %.

Database/Systems Administrator (Feb 2007- Dec 2009)

- Performed design evaluation and operating effectiveness testing for controls

- Database administration and maintenance; Administration and maintenance of the Cellomics Store imaging databases (SQL Database), and ensure that the data spools efficiently from the ArrayScan to the Store database server.

- Administering and maintaining three oracle databases that stores data from IDBS Activity Base data analysis, compound registration, and compound maintenance. Automation of some these processes led to improvement in the system's efficiency by 80%.

- Prepare and maintain documentation, training materials and procedures for various information systems. Evaluate network and database configurations and make recommendations for changes or the acquisition of new hardware and software which enhanced/improved performance by 40%.

- Designed and built a disaster recovery plan for all our databases, using RMAN (Recovery Manager) for our oracle databases and SQL management Studio for SQL databases. Wrote RMAN scripts to automate this process which reduced restore and recovery times by over 80%.

Certification

- A+ Certified
- CISA (In Review)
- CRISSC (In Review)