JEFF BURROWS

Program Management, Privacy, Compliance, Consulting

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EXPERIENCE

Security Program Consultant
NCC Group

📅 2015 – Present   ⚲ Seattle, WA

• Security program management for 30+ tech. companies using agile

• Led privacy and security audits based on GDPR, ISO, SOC, and NIST

• SME and Technical project management for backend and platform services teams relating to privacy

• Create and implement staff training and security awareness campaign

• Targeted incident response and disaster recovery assessment for process improvement

• Risk documentation, assessment, and remediation for over 20 enterprise clients

• Collect, tag, and consolidate audit evidence through ticket tracking

• Gather requirements, analyze, and provide leadership for privacy

• Generate and peer review customer-facing documentation

Assistant Director, Entrepreneurship
University of Arizona

📅 2012 – 2015   ⚲ Tucson, AZ

• Coordinate capital infrastructure projects totaling over $2.8M over 18 months

• Create and negotiate $1.5M annual budget based on multiple fund sources with leadership presentation

• Responsible for the stewardship of $14M in endowed funds

• Drive student privacy review and assurance for 180 student records

• Manage 5 administrative support personnel

Vice Chair & Treasurer of the Board
CITY Center

📅 2012 – 2015   ⚲ Tucson, AZ

• Approve annual budget of $1.4M and operational decisions

• Ensure Arizona state academic standards are met

• Launch privacy training and awareness campaign for FERPA records

Accountant II
Ridgetop Group Inc.

📅 2011 – 2012   ⚲ Tucson, AZ

Peace Corps Volunteer
United States

📅 2008 – 2010   ⚲ South Africa

Additional experience and references available upon request

SKILLS/TOOLS

ISO 27001   SOC2   NIST 800   HIPAA   GDPR   Project Management   Agile Scrum   JIRA   Asana   Optimizely   InVision   UX/UI   Conversion Optimization   A/B Testing   Wireframing   Specification Writing   Prototyping   Roadmapping   Data Analysis   SEO   MailChimp   G-Suite   Basecamp   Technical Writing   SQL   SDLC   git   AWS   Docker   Splunk   SUMO   ELK   LaTeX

EDUCATION/CERTS

ISO 27001 *Lead Auditor*
PECB
📅 2016

MBA
University of Arizona
📅 2015

Accounting *Bachelor of Science*
University of Arizona
📅 2007

PERSONAL TRAITS

Excellent communication skills.
Extensive leadership experience.
Data driven and analytical.
Forecasting and cost accounting knowledge.
Pre-seed to Series-B startup experience.

PERSONAL INTERESTS

🔻 Data Analytics

🏃 Marathon running

🪓 Woodworking

🌲 Backpacking