

Tracy M. Favro

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Summary

Information Security professional with eight years industry experience, and fifteen years project management experience. Highly skilled in risk assessment, risk management, and risk analysis. Control management and testing in compliance areas (PCI/SOX/GLBA/HIPAA). Knowledge of industry standard risk analysis tools and methodology. Pre and post data breach experience.

Education

2017

Certified Information Security Auditor ID: 1049713

2004

St. Cloud State University

St. Cloud, MN

Bachelor of Science

Major: Mass Communications; emphasis in Public Relations and Advertising

Major: Communications Studies/Speech Communications

Experience

2018-Current

Target Corporation

Brooklyn Park, MN

Lead Analyst – Information Protection

- Product owner for all compliance teams (GLBA/HIPAA/PCI/SOX)
 - Manage the visibility of the compliance programs to business partners, leadership and security partners
 - Manage and create trainings on Compliance programs with security and business partner
 - Manage the functional monitoring of key and high risk compliance controls
 - Manage compliance asset inventory tool
 - Manage and coordinate a yearly security maturity assessment in partnership with an external party
- Manage, track, and forecast finances for the Information Security department
- Manage IT security policy and issue management governance

2016-2018

Target Corporation

Brooklyn Park, MN

Sr. Analyst – Information Protection

- Compliance testing for GLBA/HIPAA/PCI/SOX
- In depth risk assessments 2nd line of defense
 - Logging systems
 - Protected Health Information
 - Shadow IT
 - Firewalls
 - Endpoint Security
 - Short turn project management to avoid SOX deficiencies, file integrity monitoring
 - Network understanding of Targets environment
 - External Authorization

2012-2016

Target Corporation

Minneapolis, MN

Analyst – Information Protection

- Managed post-breach PCI compliance efforts which included:

- Coordinating meetings between Qualified Security Assessor (QSA) and internal subject matter experts including documentation gathering/review, acting as a liaison between QSA and the business and acting as the PCI subject matter expert
- Working with business partners to drive identified remediation efforts including escalation of items to appropriate levels of management as needed, as well as acquiring necessary funding
- Provided enterprise governance and adherence with applicable regulations by performing risk assessments, risk management, and risk remediation recommendations focusing on information protection controls and standards using industry frameworks
- Created and maintained process documentation that ensured consistency and accuracy for the risk assessment process
- Led compliance-based risk assessments focusing on Canada, Property Development, Financial Retail Services, Marketing, Merchandising, and IT assets

2009-2012

Target Corporation

Minneapolis, MN

Merchandise Specialist

- Managed item maintenance for grocery departments, and implemented several new stores/remodel and transition/revision sets in 1300 stores
- Managed all costing/negotiations/agreements from Vendors for segments of the grocery department, enabling me to discover an additional \$30,000 in un-paid vendor funds
- Successfully trained new talent
- Maintained responsive communication for the department by acting as liaison between Import Operation, Transportation, Vendors and Sourcing
- Assisted grocery teams in driving profitable sales by maintaining costs and retails of items as directed from buyers
- Communicated quickly and effectively to troubleshoot store concerns

2006-2009

Forthright LLC

St. Louis Park, MN

Case Coordinator

- Forthright is an innovator in the design, automation, and management of processing solutions for complex regulatory and legal compliance programs
- Administered arbitration proceedings for the National Arbitration Forum, including maintaining case files, communicating with involved parties, attorneys and arbitrators
- Scheduled and organized case files for arbitration hearings
- Reviewed all party pleadings and addressed party requests, including those for discovery, in-person hearings, to assert counter claims/cross claims/third party claims, dismissals and stays
- Worked closely with coordinators and legal counsel to address various procedural and legal issues

2005-2006

Marathon Multimedia

Faribault, MN

Project Coordinator

- Planned, directed, and coordinated activities of designated projects to ensure that goals and objectives of projects are accomplished within prescribed time frames and funding parameters by personally performing the following duties
- Reviewed project proposals or plans to determine time frame, funding limitations, procedures for accomplishing projects and allotment of available resources to various phases of projects. Prioritized, tracked, handled and maintain records of the elements, costs, and time schedules of assigned database projects
- Conferred with customers throughout production to keep them informed of project status, to solicit and resolve inquiries and complaints, to obtain approval of materials such as artwork, proofs and to procure information and materials needed to process project
- Monitored progress of job orders to ensure timely processing of jobs in accordance with customers' requirements and company's processing standards

- Communicated with customers by phone, e-mail and/or in person to receive detailed instructions regarding changes made to copy or changes in service
- Coordinated work with other team members, using a teamwork model that respects individual strengths and time schedules while continually focusing individual members on the team goals and deadlines. Defined expectations and communicated work specifications to team members
- Tested programs to insure they met the needs expressed and that the final product met all quality standards.
- Traveled to attend Program Committee or Society meetings for assigned projects

2004-2005

Marathon Multimedia

Faribault, MN

Project Assistant/Technical Support

- Ensured all products met quality standards and production deadlines
- Processed abstracts; proofread, edited, manipulated images and entered paper submissions
- Database operation; reconciled, standardized and created tables and queries
- Communicated progress to clients
- Tested online submission programs in order to ensure all links were operative and that all data was correct and consistent
- Collected and distributed media content at onsite meetings
- Customer relations
- Technical support
- Product support

2004

Marathon Multimedia

Faribault, MN

Media Intern

- Evaluated video/audio/PowerPoint for online content and reproduction

2003

Mayo Clinic

Rochester, MN

Communications Intern

- Organized and conducted focus groups
- Constructed reports of collected data
- Communication liaison between included parties