
Privacy Officer Resume

Job Objective

In search of a position as a Privacy Officer with an established facility looking for quality minded employees who can help enhance the organization and contribute to its growth.

Highlights of Qualifications:

- Remarkable experience in health industry compliance and information privacy
 - Huge knowledge of patient privacy and confidentiality
 - Good understanding of security practices and risk management principles
 - Deep knowledge of records retention and destruction practices
 - Ability to coordinate with many disciplines
 - Ability to maintain patient privacy and confidentiality
 - Ability to apply management and leadership skills
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Professional Experience:

Privacy Officer
Global Pharmaceutical Operations, Houston, TX
August 2005 – Present

- Established and enforced privacy policies.
- Carried out assessments to identify privacy-related risk.
- Monitored development of privacy training.
- Reviewed incident response planning and aided business with evaluating vendors.
- Analyzed adequacy of privacy programs.

Privacy Officer
CareOne, Houston, TX
May 2000 – July 2005

- Established and enforced Company's privacy policies.
 - Assisted senior management and Chief Compliance Officer.
 - Carried out initial and periodic information privacy risk assessments.
 - Coordinated with legal counsel and management.
 - Aided as information privacy consultant.
 - Coordinated with organization administration and legal counsel.
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Education:

Bachelor's Degree in Law
Grinnell College, Grinnell, IA

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