



## VACANCY NOTICE

**MSIG Insurance (Vietnam) Company Limited (“MSIG Vietnam”)** is a part of the Mitsui Sumitomo Insurance Co., Ltd. network in Japan and a member of MS&AD Insurance Group.

MS & AD Insurance Group established in April 2010 following the alliance of Mitsui Sumitomo Insurance Group, Aioi Insurance Company and Nissay Dowa General Insurance Company, MS&AD Insurance Group is one of the largest general insurers in the world, with presence in over 41 markets globally, 16 of which are in Asia. Based in Japan, MS&AD Insurance Group is active in five business domains, namely domestic Japanese general insurance, life insurance, non-life insurance, financial services and risk-related services.

MSIG Vietnam with 100% foreign wholly owned company is the first Japanese General Insurer in Vietnam with Head Quarter in Hanoi, Branch in Ho Chi Minh City, and Representative Offices in Hai Phong City, Da Nang City and Hung Yen Province.

MSIG Vietnam will market a wide range of non-life insurance products to both enterprises and individuals, including property, marine cargo, motor and engineering.

**MSIG Vietnam** is seeking to recruit a well-qualified Vietnamese citizen with competitive compensation and benefits for opening position:

### Senior Executive (Security) / IT Division

Contract Status: Permanent

Report to: Senior Manager

Location: Hanoi

Brief description of the duties and responsibilities:

NEED TO DO	NEED TO KNOW
<p><b>PURPOSE:</b></p> <ul style="list-style-type: none"> <li>• Provide technical direction in IT security to business operation and technical consultation in system development, new solution evaluations</li> <li>• Communicate IT Security issues and propose any controls to protect MSIG VN data asset.</li> <li>• Support for any problem relating to IT security.</li> <li>• Report any security gaps, design effective solution</li> <li>• Conduct penetration testing, vulnerabilities, forensic and other security risk assessment projects.</li> <li>• Formulate security response plan to be able to response to Cyber security incidents</li> <li>• Educating and advice on cyber security management in response to cyber threat</li> <li>• Conduct &amp; Enhance cybersecurity awareness programmes for staff, where required</li> <li>• Administer for Oracle database</li> </ul> <p><b>CONTEXT:</b></p> <ul style="list-style-type: none"> <li>• IT Infrastructure which included Networks, Servers, Endpoints</li> <li>• All Information system and applications used within MSIG VN</li> <li>• MSIG VN IT Policy Regulation and Guideline</li> <li>• Cybersecurity Strategy and Framework</li> </ul> <p><b>DIMENSIONS:</b></p> <ul style="list-style-type: none"> <li>• Execution of assigned tasks or project related work</li> <li>• IT Security Key Performance Indicator</li> </ul> <p><b>KEY OUTPUTS:</b></p> <ul style="list-style-type: none"> <li>• Cyber defence plan for MSIG VN</li> </ul>	<p><b>QUALIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>• Bachelor Degree in software engineering or related fields</li> </ul> <p><b>SKILLS/KNOWLEDGE:</b></p> <ul style="list-style-type: none"> <li>• Technology trends, security implication and directions</li> <li>• Solid grasp of technical concept, operating systems, network, database, cryptography, programming and scripting language.</li> <li>• Knowledge on using security tools for testing and assessment</li> <li>• Working knowledge of Cybercriminal techniques and targets</li> <li>• Experience in DBA</li> </ul> <p><b>EXPERIENCE:</b></p> <ul style="list-style-type: none"> <li>• Have 4-5 years related work experience in similar capacity or At least 6 year experience in IT, in which 0.5 year IT</li> </ul>

<ul style="list-style-type: none"> <li>• Subject Matter expert on securing network configuration and secure development requirement.</li> <li>• Established Security monitoring systems</li> <li>• Ensure compliance with security standards and framework</li> <li>• Cybersecurity awareness training materials.</li> <li>• Security solution proposals</li> <li>• Ensure and maintain IT security for whole system.</li> <li>• Timely review/update/upgrade/reconfigure security protections.</li> <li>• Study, prevent, fix and resolve alerts, security events.</li> <li>• Operate and manage database server.</li> </ul> <p><b>RELATIONSHIPS:</b></p> <ul style="list-style-type: none"> <li>• Work with RHC ICT Security</li> <li>• Key Business personnel in MSIG VN</li> <li>• MSIG VN IT Managers and IT Division</li> <li>• Technical consultants &amp; Suppliers</li> </ul> <p><b>DECISION MAKING AUTHORITY:</b></p> <ul style="list-style-type: none"> <li>• To understand and act within authorities granted by Senior Manager</li> </ul> <p><b>KEY PERFORMANCE INDICATORS:</b></p> <ul style="list-style-type: none"> <li>• Increase cybersecurity maturity level of VN for security procedures (People, Process and Technology)</li> <li>• Increase awareness level of staff at MSIG VN</li> <li>• Operation efficient program and cost saving.</li> </ul>	<p>service, 2.5-3 years in software development and 1.5-2 years in system</p> <ul style="list-style-type: none"> <li>• Strong experience across IT Security</li> <li>• Experience in IT Systems, network, infrastructure, application development and support</li> </ul> <p><b>COMPETENCIES:</b></p> <ul style="list-style-type: none"> <li>• Applying Technical knowledge</li> <li>• Being Ethical and Compliant</li> <li>• Collaborative Relationships</li> <li>• Communicating with impact</li> <li>• Customer Focus</li> <li>• Developing Self, Direct reports and Others</li> <li>• Driving Results</li> <li>• Managing Execution</li> <li>• Problem Solving.</li> </ul>
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Our company package includes but not limits to:

- Attractive and competitive remuneration package: attractive monthly salary Guaranteed Bonus, Short-Term Incentive Bonus, various types of allowances and subsidies (telecommunication allowance, pocket subsidy, special language subsidy, risk surveyor subsidy, hotline duty subsidy, clothes support subsidy, lunch support subsidy, transportation subsidy...) and long service award.
- Premium healthcare insurance package including health and accident insurance in addition to basic insurances regulated by the Labor Code to employees and their entitled families' members (depends on level of employees).
- Training opportunities sponsored by the Company (on-job-training, soft skills, professional knowledge and certificate (ANZIIF, CII, ACCA, Actuary...), technical exchange seminar...).
- Minimum of 15 annual leave days; Annual health check-up at high standard level.
- International and professional work environment with high ethic and compliant culture.
- Annual company summer vacation and parties with teambuilding activities and talented performances.
- Company's Top Management always communicates to all employees about Company's strategy, development plan and new opportunities for employees to reach higher performance.
- Employees are engaged and taken care by the company via various Trade Union activities.

Details of job description and selection requirements of this position are posted at [www.msig.com.vn](http://www.msig.com.vn)

**Starting date: As soon as possible**

Written application in English, stating why you are suitable for the post, together with full curriculum vitae should be sent by **01 March 2019** to Email: [recruit@vn.msig-asia.com](mailto:recruit@vn.msig-asia.com)

Attn.: Human Resources Division, **MSIG Vietnam, 10th Floor, Corner Stone Building, No. 16, Phan Chu Trinh Street, Phan Chu Trinh Ward, Hoan Kiem District, Hanoi, Vietnam**

\* Note: Only short-listed candidates will be contacted. Applications will not be returned.  
Applications will be on first come first serve basis.  
**MSIG is an equal opportunity employer.**