



**ធនាគារ ស្ថាបនា**  
SATHAPANA BANK

## Officer, Digital Banking System Compliance

Based in Phnom Penh, Cambodia.

### Responsibilities

- Develop and enhance digital banking system policies, user manual and standard operating procedure for the department
- Ensure all digital banking system incidents report are developed properly and provide the report to the head of the department to review
- Ensure the backup environment (DR) and the production environment (DC) of Card Management System (CMS) and the digital banking systems (IB/MB) as well as other digital systems having the same configuration, settings, parameterizing and real-time synchronization.
- Conduct switching over exercise between DC and DR at least twice a year
- Collect logs that includes all program changes/report customization/all maintenance changes (monthly security patch) of CMS and IB/MB Systems and keep them yearly
- Review and maintain all change request document (system change request. user change request, user acceptance ...etc.)
- Develop and maintain user access control matrixes of the CMS and IB/MB systems as well as other digital related systems
- Conduct periodic review on the document of changes mentioned above in every three months.
- Conduct periodic review on the user access roles in every three months.
- Implement system hardening as per advised by Information security team with proper testing before moving to production
- Monitor the daily, weekly, and monthly backup of CMS, IB/MB systems, and other digital related systems to make sure the backup is well done
- Perform monthly data restoration testing with proper reports
- Ensure PCI compliance as well as internal and external audit

### Qualifications

- Bachelor's degree in Information Technology, Information Security, Cyber Security, or other related fields
- At least 3 years of working experience in Information Security, IT auditing or IT Quality Assurance
- Experience in IT policy development and gap analysis
- Good at English and Microsoft Office (Words, Excel, and PowerPoint)

### To Apply

- Interested candidates are encouraged to apply via [job@sathapana.com.kh](mailto:job@sathapana.com.kh)
- For more information, please contact us at 023/ 081 999 010/ 096 257 9666 or go to <https://www.sathapana.com.kh/careers/job-opportunity/>