

Phil Irving

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Kemptville, Ontario • K0G 1J0 • www.piSecAudit.ca

I tackle challenges thoroughly and efficiently. Building on 25 years' experience in IT Security, I am seeking a practical and active role to minimize security risks by improving controls and procedures. I also really enjoy helping people learn to be more productive, through mentoring and teaching courses.

PROFILE

IT Auditor: 10 years – focused on **IT security and compliance**; planning, conducting, and reporting, making recommendations and tracking follow-up activities. Contributed expertise to Governance, Risk and Compliance (**GRC**); Enterprise Risk Management (**ERM**); and Disaster Recovery/ Business Continuity Planning.

IT Security expert: 15 years, and

Project Manager: 2 years – developed and upgraded complex business applications, performed quality assurance testing, wrote programs, prepared user guides and support manuals, taught programming and database skills to adults in continuing education, and trained employees for certificate courses (CCSP, EU GDPR).

Certified Information Systems Security Practitioner (CISSP)	#83263 Oct 2005
Certified Information Systems Auditor (CISA)	#46595 Oct 2012
COBIT5	April 2015
CyberSecurity neXus (CSX) Foundations	July 2016

Language Profile:

English

Taking French language training –

obtained “A” level in reading and writing in SLE Assessment (March 2018)

Current Position:

Available immediately for permanent employment, or short- and long-term contracts.

RECENT WORK EXPERIENCE

The Knowledge Academy, UK

[Nov 2018 – Present]

- **Trainer**

Prepared and delivered training for (ISC)2's Certified Cloud Security Professional (CCSP) and European Union General Data Protection Regulation (EU GDPR). The delegates were mid-level business employees and computer security professionals who needed to upgrade their skills with these certificates. The certificate exams were held outside these courses.

Shared Services Canada, Ottawa

[Apr 2016 – Mar 2018]

- **IT Audit Project Leader**

Led SSC team in the coordinated audit of IT Security with Employment and Social Development Canada (ESDC), to ensure consistency in approach to controlling risks. Prepared risk assessment worksheets, detailed audit plan, engagement planning document, and related material. The examination was conducted March to December 2017, and findings will be reported to Departmental Audit Committee in June 2018 with management action plans to address the recommendations. Because I am not bilingual at an intermediate level (BBB) in French, SSC could not extend my term position past the end date.

NAV Canada, Ottawa

[Jul 2007 – Oct 2015]

- **Senior IT Auditor**

Conducted audits of IT services, including Access Controls (physical and logical), Active Directory, Disaster Recovery, Project Management, and Change Management. Tested General Computer Controls within Internal Control over Financial Reporting (ICFR) framework. In other audits and consulting engagements, contributed knowledge of IT services and IT security based on COBIT 5. Worked both as Auditor in Charge and as audit team member.

In the Planning phase I prepared the terms of reference, risk assessment, audit engagement plan, audit program, and stakeholder briefing presentation. In the Conduct phase I gathered the information, documented existing processes and controls, selected samples, performed tests, analyzed results, and prepared the audit findings. For quality assurance I performed peer reviews of other audits, and reviewed the work papers prepared by team members. In the Reporting phase I prepared the audit report, gathered initial management action plans, presented the Final Report, and prepared the stakeholder debriefing presentation. As well, I followed up the status of the management action plans, until all findings were remediated or reviewed under new circumstances. Throughout I adhered to the Institute of Internal Auditor's (IIA) International Standards for the Professional Practice of Internal Auditing (ISPPA).

Contributed to System Integration and User Acceptance Testing for Enterprise Content Management solution using SharePoint 2013. Prepared and designed the set up and security for the departmental sites, and migrated files from network drives, web sites, and WIKI pages. Trained co-workers in use of this new technology.

Built and maintained library of Word and Excel macros (using VBA) to automate repeating tasks, such as selection of CRs from Remedy for GCC testing, formatting reports generated by the TeamMate audit management tool, and the preparation and tracking of management review of physical access. Created custom reports (using XML and XSL) for TeamMate. Created library of general purpose macros (using VBA and AWK).

Public Works and Government Services Canada, Ottawa & Gatineau

[Mar 2006 – Mar 2007]

- **Senior Consultant**

Worked on many facets of Internal Credential Management project, also called Access and Identity Management Services (AIMS) Release 2. It provided the authentication and authorization infrastructure using **Entrust PKI** to a number of federal government **secure business** applications. Today this tool is known as **My Key**, used across the federal public service.

Designed the monitoring reports and implemented the data collection, aggregation and generation using Perl, based on BCM Patrol and Nagios agents. Evaluated the installation process, and prepared the testing, of the Host-based Intrusion Detection System (**HIDS**) and Network Intrusion Detection System (**NIDS**) using **Enterasys Dragon Squire**. Implemented the O/S Foundations for Windows 2003 and Solaris 9 servers, and Central Management agents including Active Directory, Network Time Protocol, Tivoli backups, Monitoring, Symantec Antivirus, and Logging.

Prepared and reviewed the project documentation, including installation and removal, out of box checklists, operational procedures, and test plans, for the above components. Prepared, tested, and implemented the Post-Install Modifications package. Designed the Disaster Recovery solution. Contributed to redesign of Gnats and the operational process to track problem tickets.

- **Team Leader**

As **OPI** (Office of Prime Interest), **led a team** of three developers and coordinated testing with the Testing Services team. Prepared the **project plan** in MS/Project for the tasks, tracked the weekly progress, and presented weekly status reports.

Phil Irving (CISSP, CISA)

Ontario Ministry of the Environment, Toronto

[Nov 2005 – Jan 2006]

- **Risk Analyst**

Conducted a **Threat Risk Assessment** for the application to certify water management operators, which was implemented by a third party using Java and Oracle. Adhered to TSSIT methodology. Evaluated input from diverse sources to prepare a **Statement of Sensitivity**, reviewed threats and likelihood, and assessed the risk. Recommended risk mitigation strategies, and presented the **TRA** with recommendations to senior management.

HP Canada, Toronto

[Aug 2003 – Aug 2005]

- **Senior Security Analyst**

Coordinated the efforts across five platforms to implement configuration and process changes in accordance with the client's security standard, affecting over 800 servers. Reviewed Hardware Security Modules (HSM) and Microsoft CA; supported web certificates from Microsoft CA. Performed **Product Certification and Accreditation** of network devices against Common Criteria standards. Performed project management tasks in conjunction with PMO. Prepared and obtained acceptance for new process documents. **Reviewed and evaluated** six candidate products that provide centralized security management of Windows and Unix servers. Led team to make a final recommendation, and **prepared the business case** for executive approval. Reviewed, updated and improved **security standards** for access control, logging and monitoring on Windows servers. Responded to **SOX L3 audit** points raised against current procedures for managing servers, by suggesting and implementing new and revised **controls and procedures**. Implemented, installed, and deployed security applications (Surf Control) in **test environments**, and then **promoted to production** use, with on-line help pages for end users, and three-tiered support procedures.

- **Trainer**

Prepared and led training courses for first line help desk agents, for TACACS, Elevated Privilege Management, and BindView.

InteGain Corporation, Toronto

[Mar – Apr 2003]

- **Web Developer – Knowledge Management**

Implemented an on-line library of documents. Designed and developed a dynamic web interface and the back-end relational database of keywords. Used Perl and HTML to design the intuitive web interface, used by technical research scientists to share information. Used MS-Access database to store and search keywords.

Nortel Networks, Ottawa

[Feb 1997 – Oct 2002]

- **Security Analyst**

Conducted security audits and evaluated security risks; proposed, designed, implemented, integrated, tested, and installed security solutions, using procedures, programs, and both in-house and third party products. Performed alpha, beta, QA, and field testing of Nortel Contivity products, used as both VPN switches and firewalls. Performed Product Certification and Accreditation of network devices against Common Criteria standards. Assisted with external customer support, and placement of Contivity products in strategic Nortel bids. Was actively sought out by Contivity product design team for expertise in firewalls.

Led technical evaluation & integration of upgrades to corporate perimeter firewalls, including Axent Raptor (formerly Eagle), CheckPoint Firewall-1, and Nortel Shasta, including tailoring in-house management tools to administer global and local security policies. Received internal Silver Pride Award for a segment of this work.

- **Entrust Support**

Assisted with third-level support of **Entrust PKI** (Public Key Infrastructure), by rotating sole responsibility for daily operations of two CAs, the web connector, and the feed to the LDAP servers (Active Directory). While on duty, was **the most technical resource** for resolving problems with Nortel internal and external communications that required best-in-class encryption. This included issuing and revoking user, CA, and web certificates.

- **Project Management**

Led project to give traveling and at-home employees a secure method to access corporate directory over the Internet, now known as **Virtual Private Networks**. Led & managed the project through four internal stages (Gate 0, project inception; Gate 1, project approval; Gate 2, project readiness; and Gate 3, project implementation), and assisted in final stage (Gate 4, project end-of-life & replacement). At one point, team included five technical resources and 200 field testers. Project implementation was completed on time and within budget; received internal Gold Pride Award for this work.

Phil Irving (CISSP, CISA)

FULL LIST OF JOBS

Some job applications require this list, to be cross-referenced in the summary of relevant experience.

Job	Company	Position	Period
20.	The Knowledge Academy	Trainer	Nov 2018 – Present
19.	Shared Services Canada	Audit Project Leader (AS-06)	Apr 2016 – Mar 2018
18.	NAV CANADA	Senior Technology Auditor	Jul 2007 – Oct 2015
17.	Public Works and Government Services Canada	Team Lead, Senior Consultant (Entrust PKI)	Mar 2006 – Mar 2007
16.	Ontario Ministry of the Environment	Senior IT Security Analyst	Nov 2005 – Jan 2006
15.	HP Canada	Senior IT Security Analyst	Aug 2003 – Aug 2005
14.	InteGain Corp	Web Developer – Knowledge Management	Mar 2003 – Apr 2003
13.	Nortel Networks	IT Security Analyst, Entrust PKI Support, Project Manager, Technical Writer, Seminar Leader	Feb 1997 – Oct 2002
12.	Sound Foundation	Systems Analyst – Knowledge Management	Dec 1996 – Jan 1997
11.	Bank of Canada	Senior Systems Analyst, Bid Manager	Apr 1996 – Nov 1996
10.	CGI Consultants	IT Security Analyst, Project Manager, Senior Systems Analyst, Seminar Leader	Jul 1993 – Mar 1996
9.	Canada Revenue Agency	Security Analyst	Mar 1990 – May 1993
8.	SNI (now EDS)	Senior Systems Analyst, Technical Writer	Jul 1989 – Mar 1990
7.	Algonquin College	System Administrator, Teacher	Oct 1987 – Jun 1989
6.	IBM Canada	Senior Systems Analyst, Programmer	Apr 1987 – Sep 1987
5.	PetroCanada	Project Manager	Nov 1986 – Apr 1987
4.	Bell Canada	Systems Analyst, Project Manager	Jul 1985 – Nov 1986
3.	Queen's University	Mainframe Technical Assistant (part time)	Sep 1983 – Apr 1985
2.	IBM Canada	3 IT-related summer jobs	May-Aug 1982–1984
1.	Hillfield-Strathallan College	Programmer	Jun1980 – Aug 1980

Volunteer Positions:

Executive Member, Kemptville Players Inc (theatre company)

- Developed leadership skills as liaison with community organizations and government.
- Planned and promoted successful fundraising events; designed and maintained web site.

Board Member, North Grenville Community Church

EDUCATION

Computer Science, Bachelor

Queen's University, Kingston – 1985

Degree certificate is available upon request.

Member of Professional Associations:

- ISACA Information System Audit and Control Association, isaca.org
- (ISC)² International Information System Security Certification Consortium, isc2.org
- ISSA Information Systems Security Association, issa.org
- IIA Institute of Internal Auditors, theiia.org

REFERENCES

1. Chantal Hewston
Acting/Director Consolidated Contracts Technical Authority, Shared Services Canada
03/2016 – 03/2018 (My manager at Office of Audit and Evaluation, Shared Services Canada)
chantal.hewston@canada.ca
613-402-5629
2. Ken MacLeod,
Director Internal Audit, NAV Canada
02/2009 – 10/2017 (My manager at NAV Canada)
Ken.MacLeod@navcanada.ca
613-563-5583
3. Robert Taylor
President InteGain Corp
03/2003 – 04/2003 (I worked as a sub-contractor)
rtaylor@integain.com
416-410-2628
4. Bernie Murphy
Associate, CGI Consulting
06/2000 – 10/2002 (My manager at Nortel Networks)
bernard.murphy@rogers.com
613-435-4043

HOURLY RATE

Negotiable, starting around \$90 per hour, plus HST (\$700 per diem)

Incorporated as:

PI Sec Audit

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