

# **M. (Marcel) Majoor RE CISSP**

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## **SHORT INTRODUCTION**

An experienced goal-oriented all-round advisor and auditor with excellent management skills. A lot of experience in managing and performing organisational redesign questions and technical and security assignments for commercial organisations as well as the public sector. Thorough knowledge of business processes in different industries and experience in translating business problems to IT solutions.

A strong proactive team player, coaching and managing other team members, takes responsibility, is focussed on archiving the agreed objectives and deadlines and is used to work under high time-pressure. Result oriented and client focussed with excellent relation management skills.

## **SUMMARY MOST IMPORTANT ASSIGNMENTS:**

- Supporting organisation with making more effective use of IT;
- Determining the strategic objectives for IT department and subsequently designing and implementing IT operating models and supporting processes;
- Project manager of audit teams and implementation projects;
- Business implementation manager for 4 insurance policy administration conversions including customer compensations.
- Portfolio manager for more than one year at an insurance company;
- Expert in the area of outsourcing and supplier audits;
- Supporting with defining and implementing the demand-supply model;
- Performing and managing several Sarbanes-Oxley (SOx), COBIT, SAS 70, ITIL, ISO27001 and TPM assignments;
- Managing two large identity management projects;
- Performing information security assignments in relation to policy, design and certification;
- Performing audits on several platforms, operating systems, architectures en infrastructures;
- Auditor and advisor at a large diversity of assignments in commercial as well as in the public sector.

## **WORKEXPRIENCE AS FREELANCER:**

### **June 2012 till present: Supporting the development of a new division within the largest pension administrator within the Netherlands**

- A new division had to be developed and the new division was related to the administration for multiple Premie Pensioen Instellingen. A new administration system including supporting systems had to be selected, implemented and operating including the migration of an old administration. I fulfilled the following roles within the project as described in the following bullets.
- Responsible for the migration of the participants from the old to the new administration.
- Responsible for the testing of the delivered software of our suppliers.
- Involved in developing the system architecture and selecting the supporting systems such as financial system, document management system and document composition system.
- Developing the security policies and ensuring that the policies were implemented.
- Developing processes, procedures and controls to prepare the organisation for an ISAE 3402 certification.

### **September 2011 till June 2012: Optimising the conversion highway for an insurance company**

- The company is planning more the 20 conversions and in this role responsible for optimising the existing conversion highway including designing the conversion architecture principles leading to control framework for all components which are part of the conversion street. The control framework has also the purpose to demonstrate all external parties how the conversion street is controlled and organised.
- Developing a product breakdown structure and product descriptions including the supporting processes and roles and responsibilities.
- Developing capacity and planning tools for managing the new conversion environment.
- Developing a SharePoint which supports the new processes, procedures and tools.

### **December 2010 till Augustus 2011: Business implementator for an insurance company**

- In the role as business implementator responsible for the preparation of the conversion of the four insurance polis administrations and responsible for the client response regarding the conversion and the additional compensation (*woekerpolis*).
- The preparation for the conversions includes that the source administrations were cleaned, the data was enhanced and the stock was reduced to a minimum
- Developing and adjusting processes, procedures and instructions before, during and after the migration for the old and the new operational department.
- Responsible for the acceptance testing of the transformation software.
- Prepare the operational department for the customer questions after sending the letter with the composition and the new polis. Implementing 1e till 4e line of support for questions via the phone, email and post.
- Prepare Q&A's and management reports.

### **July 2009 till October 2010 : Portfolio manager, consultant and project manager for an insurance company**

- In the role as portfolio manager responsible for the managing the project portfolio and implementing the governance structure;
- As consultant involved in designing and implementing the IT operating model and the supporting processes, obtaining understanding of the capacity and the test-environment of the target system (the system to which all other administration will be migrated to), supporting with the business implementation of the migration and involved with the professionalization of the target environment;
- In the role as project manager responsible for a number of large projects such as price differentiation (smoker / non-smoker, 'Jaarrenseignering nieuwe stijl', migration of a small administration and improving management information.

### **April, 2009 till June 2009: Review Demand-Supply model for an automotive company**

- The objective of the assessment was to obtain an independent understanding of the present level of service of the IT supplier and to determine whether the offered service is according the agreed set of standards. The set of objectives was based on the controls described in the document 'Normen voor de beheersing van uitbestede ICT-diensten'.

### **June 2008 till April 2009: Part of the taskforce 'Outstanding auditpoints' for an international bank**

- From June 2008 till April 2009 part of the taskforce 'Outstanding Auditpoints' with two streams. The first stream is the Get Well program to support the business with solving their outstanding audit points by developing and implementing a structured approach and process to ensure that the audit points will be closed within the agreed timeframe. The second stream is the Stay Well program with the objective to find the root causes and implement structured solutions.

## EXPERIENCE WITHIN PWC:

### Compliance

- Managing three SAS70 type II assignments at government institutions;
- Performing assignments at financial, operational and E-commerce application based on the code of practice for security such as a TPM-audit at an IT-service provider and certification reviews of an international Telecom Operator;
- Performing five SOx assignments for documenting business processes and performing tests in both an attestation and advising role;
- Certification of an E-broker for required government certification;
- Responsible project manager at a government institution who is responsible for the implementation of the OV chip card system for the performing of a security audit, privacy audit, SAS70 type II and the Full Systems Acceptance.

### Information Security

- For a period of 6 months responsible for the implementation of information security based on the code of practice of security at a financial institution in Switzerland;
- Responsible for solving the outstanding SOx audits points at an international bank;
- Advisor for a government institute to determine whether the central arrangements for the implementation of the electronically medical file and the acting doctor file are implemented adequately;
- Responsible for the design and implementation of a large set of standards for a large lottery company;
- Review of a complete webhosting environment based on a large set of standards at a public organisation;
- Review the implementation of a corporate information security policy at several large international organisations;
- Determine ICT-infrastructure requirements for a financial institute based on the code of practice for security;
- Review the information security of two large energy companies based on the code of practice for security;
- Perform several security assignments on Windows, UNIX (different versions), AS/400, Novell Netware, VAX/VMS, E-commerce systems, web servers, development environments and network infrastructures;
- Review the security of data files, software development processes and Disaster Recovery Planning at several organisations.

### Outsourcing

- Operational manager for a abroad software development team of 10 employees in India for a period of 8 months during Cubic International period;
- Performing outsourcing and supplier audits related to the working of the demand-supply model;
- Review the opportunities for outsourcing the datacenter of a large government institute with three objectives: review the definition study, perform a market research and investigate the scenario's co-location and outhosting;
- Performed process audit at an government institute from an internal audit role perspective for the period of one year for the outsourcing of the complete office automation and datacenter from defining the request for proposal till the completion of the transition;
- Determine outsourcing strategy for an on-line education organisation;
- Perform a risk analysis for an outsourced software development project and the planned hosting phase;
- Teaching the module 'Outsourcing Information Security' for the training institution IIR.

## Projects

- Responsible for the implementation of a Business Performance Management solution within an assurance company with improving management information in relation to the themes 'Stock and Lead Time', 'Quality' and 'Productivity';
- Responsible for the implementation of several business projects within an insurance company such as price differentiation (smoker / not smoker), 'Jaarrenseignering nieuwe Stijl' and the migration of a small administration;
- Define and implement a security policy based on the code of practice for security at a starting Telecom provider for a period of 4 months;
- Management of the PwC Trustee office during the Initial Public Share Offers for several European Telecom Operators. Responsible for defining the functional designs, procedures, testing of the application and responsible for the operation during the actual subscription. The duration of the projects was average 4 months;
- Responsible for the planning and implementation of the office automation systems and network management at a retail organisation for the period of one year;
- Project manager of an identity management implementation based on Netegrity SiteMinder and Novell eDirectory. Both projects had a duration of more then one year and responsible for the management of the team and the quality of the deliverables.

## E-business

- Determine the reliability of the login-time and the activities of the users at an ISP and of the reported figures of the internet Service Providers (ISP) used for an Initial Public Offering (IPO);
- Determine that the reports and statistics for a defined period matched with the actual advertisements and the clicks of users for an internet advertisement organisation;
- Responsible for the Implementation of a TTP-infrastructure for a customer who measured the work perception of participating organisation via the internet;
- Performed security audit for an organisation who has developed an application to ensure that document are sent via the network on a secure way inclusions registration of the delivery;
- Reviewed an hour registration application which could be accessed via e-mail, internet, WAP and hours could even be registered via voice recognition.

## WORKEXPRIENCE

### **2001 till June 2008: Principal Manager: PricewaterhouseCoopers Advisory, Amsterdam**

- From 2001 till 2006 Principal Manager at the Security & Technology department and responsible for archiving the turn-over objectives, define and finalise the proposals, management of the team and discuss and agree the concept and finals reports with the clients.
- In January 2006 internally moved to the IT effectiveness group and performed in the same role assignments related to sourcing, governance and IT effectiveness.

### **2001 till September 2001: Project manager: Cubic International, Amersfoort**

- Cubic international was a starting E-business organisation specialised in the development of software to assist clients with developing their website with the assistance of a wizard. Responsible for project management and management of the development team.

### **1993 till 2001: Manager: PricewaterhouseCoopers, Utrecht**

- In 1993 I moved internally from network manager to assistant EDP auditor. In the beginning of this period performing mainly audit support work such as reviewing networks, systems and applications and also started with the EDP study at the Erasmus University in Rotterdam. My function was manager when I left PricewaterhouseCoopers.

### **1990 till 1993: System manager: Pricewaterhouse, Den Haag**

- Responsible for the PW Novell network of the Hague office.

## PREVIOUS WORKEXPERIENCE:

- Programmer Six month Lotus programmer and travelled for 6 month in Australia
- System manager Majordata (training institute)

## EDUCATION:

- Master class Strategy & ICT at Pro Education (Certificate 2009)
- Certified Information Systems Security Professionals (CISSP) (certificate 2006)
- IT-auditor (RE), Erasmus University Rotterdam (certificate 1999)
- MTS EDE Electro and additional year informatics (certificate 1987)
- Havo Hilversum (1982)
  
- Several management training:
  - Triple A course (PwC internal in 2007)
  - PwC Strategy Advance Niveau 2 program, PwC Presenteren & profileren and 'PwC Werken in een veranderde omgeving' (2006)
  - PwC salestraining and Audit moving forward training (2005)
  - Train de trainer en Sarbanes Oxley (2003)
  - Time to Manage (1998)
  
- Several technical training:
  - PwC internal outsourcing training (2008)
  - Public Key Infrastructure (1998)
  - Firewall, router en switch auditing and Internet security (1997)
  - Auditing and Accounting packages (1996)
  - Oracle Informix & Sybase en Windows, Unix, AS/400, Internet and Client Server Security (1995)
  - Open University (information systems, database modellering) (1985)

## PERSONALIA:

- Date of Birth: 5 October 1965
- References available on request