NANCY ZANBAKA

Atlanta, GA | nzanbaka@gmail.com
linkedin.com/in/nancy-zanbaka-b4b864260

Information Security and GRC

Summary of Qualifications

IT and information security specialist supporting small-business clients through Z Integrations Co, with a background in systems administration and automation. Hands-on experience in ISO 27001 compliance, security policy writing and maintenance, risk registers, ISMS documentation, and audit evidence preparation. Connects security requirements with practical IT operations and works with engineering teams to validate documentation and support audit readiness.

Core Skills

ISO 27001 compliance | Security policies and procedures | Audit evidence preparation | Risk register maintenance | ISMS records and document control | Security questionnaires | Vulnerability management | IT process improvement | PowerShell and workflow automation

Work Experience

Z INTEGRATIONS (ZICO) | ATLANTA, GA | REMOTE

Automation Engineer | Sep 2020 – Present

- Support client ISO 27001 certification and recertification activities by preparing documentation, organizing audit evidence, and tracking follow-up actions for leadership and engineering teams.
- Draft, review, and maintain information security policies covering access control, information classification, business continuity, and remote working; keep revisions aligned with client operations.
- Maintain risk registers and ISMS records, including operational check summaries and supporting evidence, to support risk reviews and audit preparation.
- Prepare security questionnaire responses and supporting information on hosting, access, and data handling; coordinate technical verification with engineering staff.
- Perform vulnerability management with Tenable and Microsoft Defender, including scanning, remediation, system monitoring, log collection, and recurring operational checks; document findings and follow-up actions.
- Automate repetitive IT administration and service delivery tasks using PowerShell and Microsoft System Center Orchestrator (SCORCH); developed 200+ automation runbooks.
- Work with Active Directory, Microsoft 365, Azure, and AWS environments; troubleshoot system and security issues and use AI-assisted tools for scripting and documentation.

OFFICIAL MIDDLE SCHOOL FOR BOYS AND GIRLS – FORZOL

Information Technology Specialist | Sep 2016 – Aug 2020

- Standardized IT processes through scripting for computer builds, server configuration, and vulnerability mitigation.
- Contributed to infrastructure design supporting Ministry of Education initiatives.
- Tested, troubleshot, and modified information systems to improve performance and service delivery.
- Evaluated technology risks and supported disaster recovery planning and backup procedures.

RAYAK HOSPITAL

System Administrator | Mar 2010 – Feb 2016

- Supported ISO/IEC 27001:2005 certification activities alongside the hospital's quality management system (QMS), including documentation, audit preparation, and security procedures.
- Participated in maintaining security controls and supporting audit and accreditation requirements.
- Installed and configured operating systems and software supporting hospital operations.
- Identified and resolved technical issues to improve system reliability and day-to-day IT service.

Education

ARTS, SCIENCES AND TECHNOLOGY UNIVERSITY (AUL)

Master of Science in Computer Science and Communication | 2013

Bachelor of Sciences in Computer Communication | 2009

Technical Skills

PowerShell; Microsoft System Center Orchestrator (SCORCH); Active Directory; Microsoft 365; Azure; AWS (EC2, S3, IAM); Windows Server; Linux; Tenable; CloudWatch; Prometheus; Grafana; identity and access management.

Courses in Progress

- ISO/IEC 27001 coursework: ISMS, controls, and lead auditor training.
- Microsoft SC-200: Security Operations Analyst coursework, including Microsoft Defender and Sentinel.

Additional Training

Cisco Networking Academy: CCNA 1 and CCNA 2 completed. Additional coursework in ServiceNow System Administration, Azure Fundamentals, AWS Fundamentals, vulnerability management, Agile project management, CompTIA A+, and intermediate PowerShell.
Microsoft Azure Data Fundamentals; Azure AI Fundamentals; Develop Generative AI Solutions with Azure OpenAI Service. OSCP path self-study; Microsoft Defender / vulnerability scanning