

Sr. Manager Privacy

Position Description

Position Purpose:

The Sr Manager Privacy will provide guidance and direction in the development, implementation, and maintenance of consistent, company-wide compliance with applicable laws, regulations, and policies related to the privacy matters. As such, this role is responsible for managing and developing The Home Depot's privacy program to support business initiatives, transactions and ensure compliance with relevant privacy laws and regulations and organizational policies and procedures. The Sr Manager Privacy will partner with other members of the Legal team, Compliance/Audit, IT and Security teams as well as other cross-functional partners to lead and drive the effective and consistent implementation of the privacy program across The Home Depot and its subsidiaries, including developing and implementing privacy policies and procedures. He/she will act as a subject matter expert resource for privacy issues supporting The Home Depot's technology transactions and other functions.

Major Tasks, Responsibilities & Key Accountabilities:

25%-Provide counsel, strategic advice and business guidance on privacy and data security matters across all lines of a dynamic retail business, including Online, Mobile, Marketing, Operations, Services, and HR.

25%-Provide guidance on compliance with global privacy and data security laws, regulations, industry standards, self-regulatory requirements, and best practices applicable to the retail industry (primarily North America).

20%-Review and negotiate privacy and data security contract issues that arise in a wide variety of commercial transactions. -Respond to consumer, regulatory and employee privacy and data security inquiries.

15%-Assist the Chief Privacy Officer to develop and deliver privacy and data security training and awareness programs. -Assist the Chief Privacy Officer in the execution and continuous improvement of The Home Depot's privacy program, policies and procedures as they relate to customers and associates.

5%-Keep current on legislative, judicial and regulatory privacy and data security developments in order to understand and communicate the effect of such developments on The Home Depot's business.

10%-Assist the Incident Response Team in the review and coordination of potential privacy or data security incidents, including investigations, notifications, and other resolution efforts.

Nature and Scope:

This position reports to Chief Privacy Officer This position has no Direct Reports

Environmental Job Requirements:

Located in a comfortable indoor area. Any unpleasant conditions would be infrequent and not objectionable.

Travel: Typically requires overnight travel 5% to 20% of the time.

ESSENTIAL SKILLS

Minimum Qualifications:

Must be eighteen years of age or older.

Must pass the Drug Test.

Must pass Background Check.

Must pass pre-employment test if applicable.

Education Required:

The knowledge, skills and abilities typically acquired through the completion of a bachelor's degree program or equivalent degree in a field of study related to the job.

Experience Required: 5

Physical Requirements:

Most of the time is spent sitting in a comfortable position and there is frequent opportunity to move about. On rare occasions there may be a need to move or lift light articles.

Preferred Qualifications:

•Advanced degree (such as a JD) a plus

•IAPP Privacy Certification such as CIPP or CIPM highly preferred

Knowledge, Skills, Abilities and Competencies:

- Solid project management skills and ability to manage several projects concurrently
- Exceptional critical thinking and organizational skills
- Ability to work with a high sense of urgency in a fast-paced environment
- Strong written and verbal communications and influencing skills
- Ability to create and facilitate effective PowerPoint presentations
- Demonstrated understanding of legal and self-regulatory privacy and data security requirements globally (primarily North America), including, but not limited to, PCI-DSS, Mobile Application Privacy Codes of Conduct, Online Behavioral Advertising Principles, State Breach Notification laws, FTC Act, HIPAA, TCPA, CAN-SPAM, COPPA, CASL, PIPEDA and various state privacy laws and industry regulations.