

MELISSA

DATA PROTECTION OFFICER



SPECIALISMS

- ✓ Data Subject Rights
- ✓ Special Category Data
- ✓ Charities
- ✓ Public Sector
- ✓ ROPA
- ✓ Certification ISO27001 and ISO9001

PROFILE

Melissa is a qualified and highly experienced data protection professional with previous involvement working for the not-for-profit and the public arena. With over 8 years of experience, Melissa adopts a pragmatic and attentive approach in all facets of the role of Data Protection Officer. Melissa is a certified GDPR practitioner and a Postgraduate in Information Rights, which means she possesses extensive knowledge in data mapping, privacy information, data subject access requests and data breach investigation.

QUALIFICATIONS

- ✓ GDPR Practitioner
- ✓ Post Graduate Diploma in Information Rights
- ✓ Data Protection Act 2018
- ✓ BSC in Economics and Politics

SAMPLE EXPERIENCE

Data Protection Officer for an outsourced Health & Safety Support company. Responsible for three very different companies within the compliance division, Melissa wrote a suite of group policies which she tailored and implemented for each entity as well as, conduct DPIAs and legitimate interest assessments. Melissa created and organised staff training materials and delivered awareness training that significantly improved data protection practices across each organisation.

Information Governance Officer and Acting Data Protection Officer for the Civil Service. As the IGO and DPO, Melissa was accountable for reviewing data processing activities, as well as mapping data flows and designing the RoPA. She created accountability and assurance framework for the office and a review of information sharing.