

# JULIE

## DATA PROTECTION SUPPORT OFFICER



### LANGUAGES

- ✓ English

### PROFILE

Julie is an enthusiastic and conscientious professional with a background in writing, administration, and software development. Known for her attention to detail and methodical approach, she brings strong organisational skills and a structured mindset to her work.

Julie thrives in collaborative environments and takes pride in delivering accurate, high-quality output. Her experience handling detailed information and supporting system and process development enables her to contribute effectively to data protection activities and client support.

### QUALIFICATIONS

- ✓ MSc in Information Management

### SAMPLE EXPERIENCE

Julie supports the delivery of data protection services by assisting clients and colleagues across a range of privacy tasks. She contributes to the management of Data Subject Access Requests (DSARs), ensuring information is handled carefully and responses are prepared accurately and within required timeframes. Working closely with the wider DPO team, Julie helps maintain key documentation, including Records of Processing Activities (RoPAs) and Data Protection Impact Assessments (DPIAs).

Prior to joining The DPO Centre, Julie worked within a data archive, where she supported users in accessing and managing data, including restricted datasets. She liaised with data owners, contributed to records management processes, and supported system development initiatives. Her work also included contributing to compliance projects aligned with international standards, such as OAIS, METS, and ISO 19115.