

NICK SOTIROGLOU

Compliance & Audit Specialist

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SUMMARY

CISA-certified compliance and audit professional with hands-on experience supporting external audits, control operations, evidence management, and remediation tracking across SOC 2, ISO 27001, HIPAA, and PCI DSS environments. Background in product delivery, QA, and technical support, with experience partnering across security, IT, legal, product, engineering, and operations to keep compliance workflows audit-ready.

CERTIFICATIONS

Certified Information Systems Auditor (CISA)

SKILLS

Compliance & Audit Operations: Audit readiness, control operations, evidence management, control testing, risk assessments, remediation tracking, policy workflows, documentation, cross-functional coordination

Frameworks: SOC 2, ISO 27001, HIPAA, PCI DSS; Familiar with GDPR, CCPA/CPRA, NIST CSF

Tools: OneTrust, Vanta, Jira, Confluence, ServiceNow, Zendesk, Notion, SQL; exposure to Okta, Splunk, CrowdStrike, Snyk, SonarQube, Jenkins, CircleCI

EXPERIENCE

11:11 Systems

Compliance & Audit Specialist

Mar 2023 – Present

- Coordinated and facilitated 3 external audits across SOC 2, ISO 27001, and PCI DSS, managing auditor requests and control owner input across security, IT, legal, product, and operations.
- Mapped and maintained 300+ controls to framework requirements, evidence expectations, and ownership.
- Maintained records for 75+ controls across access management, change management, vendor risk, incident response, business continuity, data protection, and security operations.
- Tracked 100+ audit, evidence, risk, and remediation items across recurring compliance cycles, helping control owners resolve blockers before auditor deadlines.
- Used OneTrust to organize evidence, validate completeness, and prepare auditor-facing materials.

ThreeFlow

Product Delivery Manager

Dec 2021 – Feb 2023

- Coordinated 2 external audits tied to SOC 2 Type II and HIPAA-related requirements, translating compliance needs into engineering tasks and delivery plans.
- Managed Vanta-supported workflows for security requirements, evidence needs, ownership, and implementation status across product and engineering teams.
- Broke down security and compliance requirements into Jira-tracked work items, acceptance criteria, dependencies, and follow-ups while maintaining visibility into risks and blockers.

Project Management Operations Specialist

Jun 2021 – Dec 2021

- Built support operations processes including SLA tracking, service desk configuration, knowledge-base documentation, training materials, and support handoff workflows.
- Coordinated product rollouts, user training, feedback collection, and adoption of new workflows.
- Supported user acceptance testing by validating expected behavior, documenting issues, and confirming release readiness.

Ceterus

QA Engineer Team Lead

Dec 2019 – Jun 2021

- Led manual and automated QA execution for a 4-person team, using KPI-driven tracking to improve test coverage, release quality, and issue follow-through.
- Expanded regression coverage by partnering with the QA Automation Engineer to convert manual test cases into repeatable automated scripts.
- Supported controlled releases by deploying code to non-production environments with Jenkins and CircleCI and validating changes before production.

QA Engineer

May 2019 – Dec 2019

- Created detailed test plans and defect reports with reproduction steps, severity, and expected results, helping engineering teams resolve issues efficiently.
- Used SQL to validate application data, investigate defects, and provide evidence-backed recommendations.

Technical Support Specialist

Feb 2018 – May 2019

- Resolved internal and customer support requests in Zendesk while tracking SLAs and escalating technical issues when needed.
- Created documentation that translated technical workflows into clear guidance for support and customer service teams.

PROJECTS

Kasbah Labs (Independent Project)

GRC Workflow Automation Platform

Jun 2025 – Apr 2026

- Designed and built a GRC workflow application for control ownership, evidence handling, policy acknowledgments, remediation status, and audit preparation.
- Created audit preparation views that organized controls, evidence, owners, open requests, reviews, and remediation activity in one place.
- Owned full-stack implementation, including architecture, front-end and back-end development, deployment, and maintenance.

EDUCATION

Western Governors University

Sep 2019 – Dec 2021

Bachelor of Science, Information Technology