Information Technology Job Function

IT IAM Mgt VI
Grade: 60
Job Code: I0560M
Job Family: IT Information Security
Job Family Matrix: IT Information Security Matrix

Summary
Direct the development and delivery of IAM security standards, best practices, architecture and systems to ensure information system security across the organization, designing systems for high availability, security, manageability, and reliability.

Core Duties
- Responsible for effective staff management, including hiring and orientation, training and development, workflow and performance management, and the promotion of an inclusive and innovative work environment
- Serve as an IAM expert
- Responsible for strategic planning, roadmap, and implementation of IAM administration
- Implement processes and methods for auditing and addressing non-compliance to information IAM standards; facilitate change
- Conduct studies within and outside the organization to ensure compliance with standards and currency with industry IAM norms
- Evaluate and select IAM applications and systems
- Make recommendations and assist in the implementation of changes to work methods and procedures to make them more effective or to strengthen IAM security measures
- Collaborate with management and university representatives to develop initiatives and oversee the ongoing management of established partnerships
- Abide by and follow the Harvard University IT Code of Conduct

Basic Qualifications
- Minimum of seven years' post-secondary education or relevant work experience
- Supervisory experience

Additional Qualifications and Skills
- Minimum three years' demonstrated highly specialized knowledge of a specific technology
- Knowledge of Microsoft Office Suite, advanced excel skills
- Familiarity with domain structures, user authentication, and digital signatures, firewall theory and configuration, in-depth knowledge of intrusion detection and internet architecture
- Knowledge of advanced IT security principles
- Demonstrated experience with systems and data query tools
- Demonstrated team performance skills, service mindset approach, and the ability to act as a trusted advisor

Certificates and Licenses
- Completion of Harvard IT Academy Information Security Foundations course (or external equivalent) preferred
- IT Security Certification preferred

Physical Requirements

Working Conditions
- Work is performed in an office setting