Information Technology Job Function

**IT IAM Professional III**

Grade: 57  
Job Code: I0557P  
Job Family: IT Information Security  
Job Family Matrix: [IT Information Security Matrix](#)

**Summary**
Contribute to the analysis, design, implementation and maintenance of all layers of IAM applications, including: Authorization/Authentication, Identity Registry Management and Account Creation/Management/Provisioning in data repositories.

**Core Duties**
- Work with management to review project plans and proposals and develop project objectives; identify project responsibilities by determining the phases and elements of the project; calculate time frames and sequence the stages of the project
- Develop and manage IAM development strategies
- Oversee, coordinate, and perform technical aspects of project; research issues
- Ensure the preparation and delivery of required project documentation
- Test data mining to represent common IAM data roles and data types
- Prepare and provide project status updates
- Contribute to communication plan and change management
- May provide training to clients/staff
- Abide by and follow the Harvard University IT Code of Conduct

**Basic Qualifications**
- Minimum of two years' post-secondary education and/or relevant work experience
- Familiarity with domain structures, user authentication, and digital signatures
- Experience developing web applications and strong problem solving and analytical skills

**Additional Qualifications and Skills**
- Minimum two years' additional post-secondary education and/or relevant work experience
- Knowledge of Microsoft Office Suite, advanced excel skills
- Knowledge of advanced IAM security principles
- Experience with emerging Cloud/DevOps infrastructure technologies
- 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