

## 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

- Coordinate and perform technical aspects of project; research issues
- Prepare and provide project status updates
- May 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
- Ensure compliance with University standards for security, privacy, and accessibility
- Ensure the preparation and delivery of required project documentation
- Contribute to the development and management of IAM development strategies
- Contribute to communication plan and change management
- Act as a trusted advisor to clients/staff
- Abide by and follow the Harvard University IT Code of Conduct

#### Basic Qualifications

- Minimum of two years' post-secondary education or relevant work experience

#### Additional Qualifications and Skills

- Minimum two years' additional post-secondary education or relevant work experience
- Knowledge of Microsoft Office Suite, advanced excel skills
- Familiarity with domain structures, user authentication, and digital signatures
- Experience developing web applications and strong problem solving and analytical 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