



Example of SAP Security Administrator Job Description

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Our innovative and growing company is looking to fill the role of SAP security administrator. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for SAP security administrator

- Design, define, modify and document new SAP Security roles/profiles for new and improved business functionality ensuring the highest level of security
- Support and mentor SAP Security Administrators by providing coaching and guidance of as required
- Support account creation and maintenance, role development, authorization management in SAP landscape (ECC, SCM, BW, HR, GRC) in a Central User Administration (CUA) environment
- Write functional specifications for security requirements, collaborating with IT functional and technical teams and the business
- Configure and test specific application and system solutions
- Support projects by translating functional security requirements into authorization designs and technical security roles, while maintaining segregation of duties (SOD) requirements, security framework, meeting internal and external audit requirements
- Participate in the implementation, configuration and support of SAP Governance Risk and Compliance (GRC) and Access control module 10.0
- Stay abreast on SAP configuration standards, best practices and technologies
- Adhere to established Program Application Security processes and procedures
- Monitor and self-assign Helpdesk tickets related to SAP Application Security

Qualifications for SAP security administrator

- Availability to work in and managing shifts as needed for project work and/or production support on a globally diverse team
- This position is based in New York and may require occasional travel to other locations to the offices of NYL
- Perform administration of SAP software application products, including SAP Business & Enterprise solutions, HANA, ECC, BW, CRM, Portal, Solution Manager and other SAP software solutions
- Executing daily operational activities related to the SAP environment including
- The SAP Basis Administrator must possess the ability to analyze situations and provide problem resolution
- The SAP Basis Administrator will lead the interactions with our 3rd party support provider on an on-going period