Our company is looking for a SAP security administrator. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for SAP security administrator

- Participate in special projects as they relate to SAP Application Security (Yr end activities, System upgrades, etc) when needed (some weekend work may be required depending on project)
- Monitor and secure the Prod Environment for Security violations
- Maintain Security process/procedures up to date
- Create and Manage SAP Security transports
- Maintain Role / Plant /Position matrix
- Involvement in the build phase of SAP Application Security roles for future Deployments
- Daily process of all UAM requests (user account maintenance tool)
- The SAP Security Administrator may have to participate to the « on call » rotation in order to provide off hour support (outside of 8am-5pm)
- Create/ Change/ Inactivate Users following HR and business processes based ticketing tool
- Maintenance of users in SAP Central User Administration, SAP Portals, BI System, MS CRM, Oxygen, CLASS

Qualifications for SAP security administrator

- Three plus years of creating and managing SAP EEC Security required and knowledge of BI-BOBJ and HCM preferred

- Experience with SAP GRC Access Control is a plus
- Must demonstrate organizational and customer service skills
- Bachelors of Science in Computer Science and 4+ years of relevant work experience or equivalent experience