



# Example of SAP Security Administrator Job Description

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Our innovative and growing company is searching for experienced candidates for the position of SAP security administrator. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for SAP security administrator

- As directed by Program Office, work on contractual security deliverables
- Define and managed user profiles for employees and consultants
- Provide associated administration support for users
- Help ensure SOX compliance with respect to user access permissions
- Knowledge on ERP Maestro tool will be an added advantage
- Minimum 2 full time Implementation/Roll Out & Support experience on SAP ERP
- Provide support to monitor Segregation of duties (SOD) analysis and controls
- The Global SAP Security Administrator is reporting to the Global SAP Security Team Leader and has the responsibility to support SAP security administrative tasks for cross-functional processes on global level
- Carry out user creation, maintenance, and user exits, and transfers, for in scope, SAP applications
- Process tickets under agreed service level agreements, to a high level of accuracy and quality

## Qualifications for SAP security administrator

- Undergraduate degree in computer information systems, management information systems, computer science, computer engineering, or a closely related field

- Working knowledge of SOD (segregation of duties) analysis, sensitive transactions analysis
- Hands-on SAP GRC and security implementation experience
- Experience with SAP GRC Access Control workflow functionality