

RAYMOND JAMES®

IDENTITY & ACCESS MANAGEMENT ASSOCIATE

TORONTO, ON
Job Posting # 21-034

Raymond James Ltd. is seeking an Identity & Access Management Associate to work in our Toronto office.

Raymond James Ltd. is Canada's leading independent investment dealer offering high quality investment products and services to Canadians seeking customized solutions to their wealth management needs.

Working closely with the Service Desk, IAM Operations, and the Transitions team, you will be responsible for the daily IAM operational activities at Raymond James, including onboarding, off-boarding, and transfer of system access for all associates across the firm. Part of your role will be to analyze the access requests you are tasked to perform and determine whether principle of least privilege is still being followed. As an Identity and Access Management Associate, you will also ensure that requests are being completed in a timely manner, role-based access scripts are kept up-to-date, and will assist in the completion of scheduled access reviews throughout the year. High level of accuracy, strong attention to detail, a friendly personality, the ability to multitask, and strong analytical skills will be sure to help you succeed in this role.

Specifically you will:

- Manage all user and system accounts through the documented account lifecycle;
- Carry out all onboarding, off-boarding, and transfer tasks in accordance with established policy and service level agreements;
- Act as the main contact for end users to address access-related questions and issues;
- Participate in access cleanup initiatives and help gather information required to complete annual access certification activities;
- Ensure role-based access is kept up-to-date and principle of least privilege is being followed at all times;
- Ensure segregation of duties is being followed at all times;
- Administer mortal accounts, and service accounts as needed;
- Provide reports on access-related inquiries as required;
- Maintain and document changes to processes and procedures as required; and
- Liaise with vendors to ensure 3rd party application access is managed in accordance with Raymond James policies and procedures.

To qualify for this opportunity you possess:

- College diploma or degree in information management or information security, or a combination of education and relevant work experience;
- 2-3 years in a customer-facing IT role preferred. Experience in financial services technology is an asset;
- Proficiency with Microsoft Active Directory permissions and structure;
- Strong ability to take initiative and observe confidentiality at all times;



- Analytical, logical and critical thinking skills;
- Hands-on experience with trade desk applications such as Broadridge Dataphile, Fidessa, or NIAD (asset);
- Hands-on experience with ServiceNow and/or CyberArk (asset);
- Industry certifications such as CompTIA Security+, ITIL, ISO 27001/27002, etc (asset);
- Experience with automation and tools such as PowerShell and/or Sailpoint (asset);
- Strong desire to succeed;
- Exceptional communication (oral, written) and team collaboration skills;
- Passion for technology and desire to hone your craft; and
- Top notch organizational and time-management capabilities including ability to multi-task in a fast paced environment with sometimes competing priorities.

This is a permanent full-time position with a competitive compensation and benefits package.

If you would like to join our team, please send a resume and covering letter, **quoting the position and Job Posting # 21-034 by March 26, 2021 to:**

Human Resources
Raymond James Ltd.,
E-mail: resumes@raymondjames.ca

To be considered for employment candidates will be required to provide proof of citizenship, permanent residency or eligibility to work in Canada with no restrictions. We require applicants to complete a background verification process prior to commencing employment with the company, including but not limited to a credit and criminal record check. Employment is contingent on the satisfactory completion of a pre-employment background check.

We sincerely thank all applicants who express an interest in this role: only those being directly considered will be contacted.

Raymond James Ltd. recognizes the value of a diverse workforce and appreciates the unique skills and special contribution of each employee. We are committed to accessibility for candidates through all stages of the recruitment process. Should you require accommodation, please contact Human Resources via email at resumes@raymondjames.ca.

