



WILLIAM GRANT & SONS

## ROLE PROFILE

<b>Role Title</b>	<b>ERP Data and Security Architect</b>
<b>Internal Reference</b>	CEN-0571
<b>Business Unit / Group Function</b>	Central Services
<b>BU Team / Sub-Function</b>	Group Technology Services
<b>Location</b>	Arete
<b>Team Leader Role</b>	IFS Governance Lead
<b>Role Level</b>	4A
<b>Team Members</b>	No
<b>Role Purpose</b>	
<p>Act as the custodian of the IFS10 Security and Access model. Maintain, develop and implement all aspects of the model. Ensure that access to all IFS10 functionality and data is fully restricted in line with the requirements of the Information Security policy and the restrictions defined through the Internal Markets trading model.</p>	
<b>Accountabilities</b>	
<ul style="list-style-type: none"><li>• Champion the deployment of the IFS10 security and access model across the Group and support activities to enhance the understanding of how the model operates within the business, including training.</li><li>• Maintain a robust suite of non-technical documentation which explains how the security model has been developed and deployed, including descriptions of permission sets, profiles and associated processes. Ensure key associated processes are fully documented and agreed with relevant owners, including user access management, change management and elevated access.</li><li>• Agree and maintain a complete list of business owners for permission sets, companies, sites, approval requirements for positions (i.e. 'red seats') and other ancillary user access tasks (e.g. Human Resources IFS Administrators, IFS Document Management Administrators etc.). Fully embed the ownership of these with the business.</li><li>• Manage the alignment of the Security model (roles, permission sets etc.) with relevant IFS10 process maps.</li><li>• Create and implement an effective process for the management of proposed changes to permission sets. Ensure this aligns with other wider ERP governance processes and support the Technical Applications team in the application and testing of these changes. Support the resolution of other IFS10 access queries received from the GTS Help Desk.</li><li>• Ensure all risks associated with IFS10 user access are documented and escalated through relevant channels. Maintain a segregation of duties matrix which documents high risk combinations of permission sets.</li><li>• Manage and maintain a suite of supporting documentation which explains the operation of the Security and Access model to support its deployment across the business and support an effective change management and governance process to ensure the integrity of the model.</li><li>• Own specific elements of IFS master data where required and support the work of the Group master data team.</li><li>• Support the GTS team in their periodic review of user entitlements.</li><li>• Support the work of Internal Audit, External Audit and other assurance providers as appropriate.</li></ul> <p>Ensure a robust framework of documented controls is in place and that recommendations are actioned on a timely basis.</p> <ul style="list-style-type: none"><li>• Support work to assess the compliance of the IFS10 solution with other legislative requirements as</li></ul>	



WILLIAM GRANT & SONS

appropriate including the Data Protection Act 2018.

- Deliver effective reporting of all compliance work to relevant governance forums.

<b>Created by:</b>	
<b>Creation Date:</b>	01/01/2024
<b>HRBP:</b>	Kirsty Morris
<b>Date of last revision:</b>	25/09/2025