

Security & Risk Management

Job Guideline

Reference Job:

IT Security Manager

Professional Domain:

IT

Specialization:

Security & Risk Management

Mission

Based on the group policies, he/she defines the IT security policy within the entity, ensure the right implementation and maintain the security of the key corporate information assets.

Key Accountabilities

- Oversee global / zone / country IT Security
- Develop the global / zone / country IT Security policy, proposing effective contingency measures, monitoring and taking action against intrusion, fraud and security breaches or leaks and drive its compliance
- Define all necessary IT security policies, plan and processes for the entity and ensure their proper integration within IT operations
- Provide strategic leadership to embed information security into the culture of the organization linking it to business strategy
- Implement the management of risk across information systems through the application of the enterprise defined risk management policies and procedures : Perform the IT risk mapping and security scorecard and set the priorities
- Define and review KPIs, metrics and SLAs, oversee performance, and monitor/ assess weaknesses and vulnerabilities
- Elaborate and follow up a corrective actions plan
- Alert the stakeholders in case of major risks threatening the information assets; if necessary decide on the critical actions to take
- Design and manage an ad-hoc/crisis IT organization and ensure its operational efficacy
- Initiate, facilitate and promote activities to foster information security awareness within the entity
- Validate the exceptions to security policy or make them validated by the right instance
- Keep constantly informed of innovation/market trends and implement relevant initiatives

Key Professional Skills

- Demonstrate entrepreneurship: Ability to demonstrate innovative thinking, appreciating and propose new ideas and solutions, while keeping a pragmatic eye
- Decode and influence Ability to interact effectively, demonstrate influence and conciliation leading others to embrace his/her opinion and reach a positive, accepted closure to a conflict
- Ability to manage complexity/ Acts with transversal management skills
- Ability to inspire / develop and manage a team: ensure development of expertise, know-how and support organizational changes
- Enable cooperation and collaboration: Ability develop collaborative/cooperative working, working in a team with members from different expertise, places and cultures to achieve collective goals
- Ability to keep abreast of the emerging trends and technologies, evaluate their business value, applicability and utility to the Group / specific business
- Knowledge of IT Security best practices

Job Guideline

Reference Job:**IT Security Analyst / Risk Manager****Professional Domain:**

IT

Specialization:

Security & Risk Management

Mission

Within the framework of the IT security policies and standards defined for his/her entity, he/she contributes to define necessary security controls and ensure their overall execution and supports Business and IT teams to identify, analyse and advise on the existing and potential IT risks related to any requests (ad hoc or within large projects) from his/her entity.

Key Accountabilities

- Contribute on the definition and evolutions of the IT overall security control plan, IT security risk mapping
- Monitor the IT security control plan and perform the defined security controls
- Investigate and analyse the IT risks and evaluate the overall impacts for the Business
- Perform IT forensic investigations for any security incidents occurred within the entity
- Analyse and explain any gaps and incidents identified
- Identify and propose effective contingency measures, monitor and take action against intrusion, fraud and security breaches or leaks drive its compliance
- Ensure the respect of the IT security policy, norms and standards within the defined solutions and implement the management of risk across information systems through the application of the enterprise defined risk management policies and procedures
- Produce reporting dash-boards of security controls, risks identified and recommendations
- Alert the IT Security Manager when necessary
- Keep constantly informed of innovation/market trends and implement relevant initiatives
- Facilitate knowledge management and expertise transmission identifying IT knowledge that is critical to the organization and developing policies for knowledge sharing (internal and with partners)

Key Professional Skills

- Decode and influence: Ability to interact effectively, demonstrate influence and conciliation leading others to embrace his/her opinion and reach a positive, accepted closure to a conflict
- Enable cooperation and collaboration: Ability develop collaborative/cooperative working, working in a team with members from different expertise, places and cultures to achieve collective goals
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Architecture & Integration

Job Guideline

Reference Job:

Global Architect

Professional Domain:

IT

Specialization:

Architecture & Integration

Mission

He/she collaborates in the definition of the global/group/zone IT roadmap and structures its main applications, integrations and technology evolutions according to the business needs, market trends, the global existing IT landscape.

Key Accountabilities

- Identify the relevant technical platforms and application architectures required to meet the long-term business needs
- Keep abreast of the emerging trends and technologies, evaluate their business value, applicability and utility to the Group / specific business
- Develop IT vision/mission, roadmaps and policies including security and quality and develop business cases to relevant stakeholders addressing political, financial, and organizational interests
- Translate the IT master plan into an operational plan for the domain, including financial, human and material aspects
- Analyse the impact of the possible integration of new hardware/software solutions within the global architecture/landscape
- Challenge the sourcing choices in order to ensure the best compromise in terms of running cost, time, quality and efficiency
- Provide guidance and advise project scalability and technical teams on solutions and systems integration
- Provide the global cartography of the Information System and propose recommendations to optimize L'Oréal IT asset management
- Define and review KPIs, metrics and SLAs and oversee performance

Key Professional Skills

- Demonstrate entrepreneurship: Ability to demonstrate innovative thinking, appreciating and propose new ideas and solutions, while keeping a pragmatic eye
- Decode and influence: Ability to interact effectively, demonstrate influence and conciliation leading others to embrace his/her opinion and reach a positive, accepted closure to a conflict
- Ability to manage complexity/ Acts with transversal management skills
- Ability to inspire / develop and manage a team: ensure development of expertise, know-how and support organizational changes
- Enable cooperation and collaboration: Ability develop collaborative/cooperative working, working in a team with members from different expertise, places and cultures to achieve collective goals
- Understand L'Oréal Business: Ability to understand overall business strategy, long term user/ customer needs and translate into IT Strategy
- Knowledge of IT architecture development methodologies and best practices and ability to use knowledge in various technology areas to build and deliver the enterprise architecture to meet business needs
- Understanding of Enterprise-wide IT architecture and ability to develop/design and communicate architecture policies /principles, standards, models and patterns
- Knowledge of L'Oréal Project Management Methodologies (e.g.. Agile) including approaches to define project steps and tools to set up action plans
- Knowledge of business and operation support systems applications (as applicable to specific role)
- Knowledge of group wide specific Infrastructure (as applicable to specific role)

Job Guideline

Reference Job:

Domain Architect

Professional Domain:
Specialization:

IT
Architecture & Integration

Mission

He/she is responsible for consulting and providing support to the Enterprise Architect through interpreting the business requirements and architecture. He/She articulates the structure of an enterprise in terms of its capabilities, governance structure, business processes, and business information related to a Business Domain

Key Accountabilities

- Understand company's business strategy, operating vision, business imperatives, and capabilities, and how they affect technology imperatives
- Translate the IT master plan into an operational plan for the domain, including financial, human and material aspects
- Understand key challenges that sponsor and key stakeholders are facing within the Business Domain and develop business cases to relevant stakeholders addressing political, financial, and organizational interests
- Work with Enterprise Architect to define opportunities that create business value for the enterprise in the relative Business Domain.
- Define specific business solutions and structures needed to realize these opportunities.
- Work with Solution Architects to explore and define how the proposed solutions will fit into the overall enterprise architecture.
- Help define and review performance goals, metrics, and key milestones for proposed solutions
- Review prototypes, enterprise blueprints, and scope of initiatives to meet business imperatives.

Key Professional Skills

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- Knowledge of IT architecture development methodologies and best practices and ability to use knowledge in various technology areas to build and deliver the enterprise architecture to meet business needs
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Job Guideline

Reference Job:

Technology & Solution Architect

Professional Domain:

IT

Specialization:

Architecture & Integration

Mission

He/she defines the technology direction, roadmap and standards for specific technology domain (Integration, Cloud, UX...); Creates and maintain the technology blueprint; Understands and evaluates the technology trends and vision/understand technology implications on business domain and IT landscape

Key Accountabilities

- Create key aspects of the Business Case for a given solution with PM support
- Translate the IT master plan into an operational plan for the domain, including financial, human and material aspects
- Ensure the application design at project/ programme level is aligned with the technology architecture standards
- Maintain a catalogue of Technology Solutions and reusable common components
- Define and review KPIs, metrics and SLAs and oversee performance maintaining application architecture standards required to operationalize business needs for a new service
- Operationally, provides project teams with support & expertise on technology matters
- They can be part of the Enterprise Architecture Team or working in various Delivery Projects

Key Professional Skills

- Demonstrate entrepreneurship: Ability to demonstrate innovative thinking, appreciating and propose new ideas and solutions, while keeping a pragmatic eye
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- Ability to keep abreast of the emerging trends and technologies, evaluate their business value, applicability and utility to the Group / specific business
- Knowledge of IT architecture development methodologies and best practices and ability to use knowledge in various technology areas to build and deliver the enterprise architecture to meet business needs
- Understanding of Enterprise-wide IT architecture and ability to develop/design and communicate architecture policies /principles, standards, models and patterns
- Knowledge of L'Oréal Project Management Methodologies (e.g.. Agile) including approaches to define project steps and tools to set up action plans
- Knowledge of business and operation support systems applications (as applicable to specific role)
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Job Guideline

Reference Job:

Infrastructure Architect

Professional Domain:

IT

Specialization:

Architecture & Integration

Mission

He/she ensures that infrastructure services and initiatives in project management services are aligned with the L'Oreal IT PMO, business strategy and priorities: setting the overall infrastructure strategy, managing the demand and driving the service catalog evolution to address the requirements.

Key Accountabilities

- Translate the IT master plan into an operational plan for the domain, including financial, human and material aspects
- Own/maintain infrastructure architecture roadmap and evaluates infrastructure roadmap implications on significant demands
- Define and review KPIs, metrics and SLAs and oversee performance
- Drives inputs for the infrastructure service catalog evolution : Perform high level infrastructure design for strategic projects; Provide guidance to infrastructure engineering teams; Coordinate with all other infrastructure teams (global, regional) on joint design; and monitor project portfolio and delivery for his/ her scope

Key Professional Skills

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- Knowledge of business and operation support systems applications (as applicable to specific role)
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Job Guideline

Reference Job:

Integration Architect

Professional Domain:

IT

Specialization:

Architecture & Integration

Mission

He/she develops, validates and maintains real-time, batch and file integration as well as business process management workflow solutions to support the technical leader in architecture

Key Accountabilities

- Understand the Enterprise-wide IT architecture and develop/design integration solutions
- Keep abreast of the emerging trends and technologies, evaluate their business value, applicability and utility to the Group / zone / specific business
- Translate the IT master plan into an operational plan for the domain, including financial, human and material aspects
- Define technical specifications and identify functionality gaps
- Architect and develop prototypes and demonstrate various alternatives to functional and business users
- Develop unit, integration and system test plans and scripts
- Define and review KPIs, metrics and SLAs and oversee performance
- Resolve defects discovered during all phases of interface and system development and maintenance
- Generate short and long term performance reports and communicate project progress to all relevant parties (Resource tracking, milestone tracking, budget tracking)
- Cross-prioritize across demands, IT initiatives, projects & CRs and assess the interdependencies between multiple IT initiatives (technical and business)

Key Professional Skills

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- Knowledge of IT architecture development methodologies and best practices and ability to use knowledge in various technology areas to build and deliver the enterprise architecture to meet business needs
- Knowledge of L'Oréal Project Management Methodologies (e.g.. Agile) including approaches to define project steps and tools to set up action plans
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