

Block A | 4th Floor | Meintjiesplein Building | 536 Francis Baard Street | Arcadia |0002 Private Bag X935 | Pretoria | 0001 Tel: 012 341 1115 | Fax: 012 341 1811/1911 http://www.namc.co.za

POST: GRADUATE PLACEMENT: RISK AND COMPLIANCE 2021

STIPEND: PAYABLE ACCORDING TO AGRI-SETA RATES

CENTRE : PRETORIA

REQUIREMENTS

An appropriate National Diploma (NQF Level 6) or three (3) years Bachelor's Degree (NQF Level 7) in Auditing / Risk /compliance and governance.

SKILLS

- Analytical skills
- Problem solving skills
- Computer skills
- Project Management skills
- Coordination skills
- Interpersonal and communication skills

BEHAVIORAL ATTRIBUTES

- Ability to communicate and motivate, orally and in writing, research findings and policy issues;
- Show initiative and commitment to delivering sound results;
- Ability to work in a team and individually;
- Manage own workload effectively and efficiently; and
- Attention to details and deadline driven.

KEY DUTIES AND RESPONSIBILITIES

Graduate Placement will be working with Risk and Compliance Officer and provide assistance on the following:

- Implement incident monitoring processes to improve controls on the reported risk.
- Ensure compliance with the Fraud Management Plan.
- Execution of the operational, compliance, ethics, and fraud risk assessments by identifying the key risks and assessing mitigating controls to determine the risk profile for the NAMC.
- Effectively promote and practice good Corporate Governance.

• Establishes and communicate and facilities the use of appropriate methodologies, tools and techniques to ensure that the NAMC complies with laws and regulations.

Please forward your applications to hr@namc.co.za, closing date: 05 March 2021. If you have not been contacted within three months of the closing date, please note that your application was unsuccessful