

Job Title:	Risk & Compliance Manager
Salary	R 730 000.00 All Inclusive salary package per annum
Reporting to	Chief Executive Officer
Based:	Pretoria
Reference No:	HRREC008/2021

Qualifications & Experience:

A Bachelor's Degree in Auditing/Finance/Risk Management/Compliance/Law or equivalent is a minimum requirement. 8-10 years' experience in the risk & compliance environment, with at least 3 years in managerial level. Experience in risk management or auditing principles and practices. Registered member of IRMSA or IODSA or IIA.

Purpose:

To lead the risk and compliance function of the NAMC and execute the mandate relating to enterprise risk management, combined assurance, business continuity management, ethics, anti-corruption and fraud, as well as compliance.

Develop, implement, coordinate, monitor, evaluate and report on the organisation's Risk Governance and Administration, Risk Management Policy, Risk Management Strategy, Risk Management Committee Charter, Risk Management Implementation Plan, Risk Monitoring and Reporting, Combined Assurance Framework, Plan and Reporting, Business Continuity Management Policy, Business Continuity Management Strategy, Business Continuity Management Plan, Ethics Policy and Reporting, Anti-Corruption and Fraud Prevention Policy, Anti-Corruption and Fraud Prevention Plan, Whistleblowing Policy and Reporting, Compliance Policy, Compliance Framework and Compliance Universe and Monitoring.

Skills & Knowledge:

Organisational and government structures, applicable legislative and regulatory frameworks such as the Public Finance and Management Act (PFMA), Treasury Regulations and guidelines. Development of risk management mitigation strategies. Knowledge of the risk and governance standards, frameworks and King IV and strategic planning with due consideration of the Medium-Term Strategic Framework (government priorities). Knowledge and experience relating to enterprise risk management, combined assurance, business continuity management, ethics, anti-corruption and fraud, as well as compliance.

The successful candidate will be expected to amongst others

- Management of the risk and compliance function.
- Develop and maintain strategic, operational, project and fraud Risk Registers and ensure its regular review by management and the Council as well as quarterly reporting to oversight structure on the status of risk mitigations.
- Enterprise risk management governance (policies, strategy and plan) and implementation.
- Addressing risk management related audit findings.
- Business Continuity Management governance (policies, strategy and plan) and implementation.
- Compliance management governance (policies, framework, plan and compliance universe) and implementation.
- Combined assurance governance (framework and plan) and implementation.
- Ethics and integrity management governance (policy, code of conduct and plan) and implementation.
- Anti-corruption and fraud prevention governance (policy and plan) and implementation.
- Whistleblowing governance (policy and plan) and implementation including conducting preliminary investigations and management forensic service providers.
- Compile a quarterly report relating to the mandate of the risk and compliance function to be reported to CEO, Risk Management Committee, Audit and Risk Committee, Council on quarterly basis.
- Analyse NAMC internal controls as part of interrogating risk mitigation activities in order to advise on the development of policies/procedures where there is a lack of adequate or effective controls.
- Develop and review the Council and Committee's Charters annually.

Short-listed candidates will be subjected to a qualification verification and reference checks.

To apply for the position, please forward the relevant Job Application Form which is available in our website to hrrcruitment@namc.co.za closing date: 20 October 2021. If you have not been contacted within three months of the closing date, please note that your application was unsuccessful.