

<b>Job Title:</b>	<b>Risk &amp; Compliance Officer</b>
<b>Salary</b>	<b>Negotiable</b>
<b>Reporting to</b>	<b>Chief Executive Officer</b>
<b>Based:</b>	<b>Pretoria</b>
<b>Reference No:</b>	<b>HRREC012/2021</b>

### **Qualifications & Experience:**

A Bachelor's Degree in Auditing/Finance/ Risk, compliance and governance law or equivalent is a minimum requirement. 3 years' minimum experience in the Risk & Compliance environment. Experience in risk management or auditing principles and practices. Registered member of IRMSA or IODSA or IIA will be an added advantage.

### **Purpose:**

To assist the Risk & Compliance Manager in developing, implementing, coordinating, monitoring and evaluating the organisation's risks and implement mitigation measures.

To execute the functions relating to enterprise risk management, combined assurance, business continuity management, ethics, anti-corruption and fraud, as well as compliance.

### **Skills & Knowledge:**

Organisational and government structures, applicable legislative and regulatory frameworks such as the Public Finance and Management Act (PFMA), Treasury Regulations and guidelines. 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**

- Assist in the development and review of risk management policies, procedures and processes, designed to ensure that the NAMC's risk identification, mitigation and monitoring capabilities match its risk profile.
- Implement incident monitoring processes to improve controls on the reported risk.
- Ensure compliance with the Fraud Management Plan.
- Assist in the 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.
- Assist in the implementing appropriate risk reporting to the Management Committee, Audit and Risk Committee and the Council.
- Assist in reviewing audit reports and advising business units when required.

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 [hrrecruitment@namc.co.za](mailto:hrrecruitment@namc.co.za) closing date: 10 February 2022. If you have not been contacted within three months of the closing date, please note that your application was unsuccessful.**