

<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>HRREC006/2022</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 implementing 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 communicates and facilitates the use of appropriate methodologies, tools and techniques to ensure that the NAMC complies with laws and regulations.
- Assist in the implementation of 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.

Please fill in the application form and forward your applications to [hrrecruitment@namc.co.za](mailto:hrrecruitment@namc.co.za). Closing date: **27 September 2022**.

Short-listed candidates will be subjected to reference checks and qualification verification. If you have not been contacted within 3 months of the closing date, please note that your application was unsuccessful.

By applying for this position, you hereby acknowledge that you have read and accepted the following disclaimer as per the **Protection of Personal Information Act, Act 4 of 2013 (POPIA)**:

I hereby consent for NAMC to process my personal information as part of the recruitment process, given that the NAMC shall take all reasonable measures to protect the personal information of applicants and for the purpose of this disclaimer "personal information" shall be defined as outlined in the POPIA.

Please visit [www.namc.co.za](http://www.namc.co.za) or contact Ms Pamela Shoyisi at [Pshoyisi@namc.co.za](mailto:Pshoyisi@namc.co.za) for further information. The NAMC reserves the right to withdraw, amend or not fill the position.