EMPLOYMENT OPPORTUNITY

The BANKSETA is a statutory body established through the Skills Development Act of 1998 to enable its stakeholders to advance the national and global position of the banking and micro-finance industry. As guided by its mandate the BANKSETA is as such an agent of transformation by promoting employment equity and broad-based black economic empowerment through skills development.

Reference Number:	BS01/06/2020RCO
Job Title:	**Risk and Compliance Officer**
Reporting Line:	Chief Executive Officer
Full-time/Part-time/Contract:	Full-time position

Remuneration: R 805 500 to R 966 600 CTC per annum.

The purpose of the role

The purpose of the role is to provide direction and leadership in the risk and Compliance management function by facilitating and guiding in the risk identification, risk assessment (i.e. risk quantification and risk measurement), risk mitigation plan, risk reporting and risk monitoring, including fraud prevention, universal compliance management and business continuity management.

Implementation of the risk management policy in line with risk and compliance management standards and the public sector risk management framework in order to improve the risk maturity/risk intelligence, whilst creating risk opportunities.

To assist and ensure that the BANKSETA is conducting its business in full compliance with all laws and regulations that pertain to the public sector, as well as professional standards, accepted business practices, and internal policies and standards.

To manage designated activities and tasks in the Risk & Compliance Department which are necessary to meet the Risk & Compliance Department's objectives and Risk Processes.

Main Responsibilities:

- Develop, manage and implement the risk management policy framework as it relates to risk management, business continuity management, compliance and ethics;
- Develop, manage and implement the risk management plan, fraud prevention strategy, compliance and monitoring plan;
- Develop, manage and implement the risk appetite framework and combined assurance model;
- Develop and monitor the strategic, operational and projects risk profiles, including risk support to executives, risk awareness and assessment of adequacy and effectiveness of risk mitigations/controls;
- Manage risk management's administration;
- Liaise with internal and external stakeholders;
- Compile, assess and report risk information to management, the risk management committee and audit committee;
- Ensure the establishment of risk management support structures, and monitor the Risk Register and any potential changes in the environment which affect the risk profile;
- Manage risks emanating from strategic and operational activities;
- Provide training and promote advocacy of risk management;
- Provide input and support in preparation for internal and external audits;
- Represent the SETA at relevant forums;
- Monitor policies and procedures for appropriate risk measures;
- Compile risk compliance reports on a monthly and quarterly basis.
- Investigate and Coordinate responses to queries and issues, implementing action plans for gaps identified and finalising reports; and
- Manage and oversee the monitoring of non – financial compliance requirements
- Follow up with business on action plans for outstanding audit issues

Competencies:

- In-depth knowledge of BCM (Business Continuity Management) Standards, Ethics Standards, Compliance Standards, Investigations Standards and PFMA.
- Strong background and experience with ICT, Investigations and Risk Management Methodologies and techniques.
- Ability to build relationships while asking tough questions.
- Excellent written and oral Communication ability.
- Strong time management and organizational skills.
- The ability to maintain high ethical standards both personally and professionally.
- Shows honesty and fairness when dealing with others.
- Excellent interpersonal relationship skills

Knowledge and Skills Required

- Certified Internal Auditor (CIA) or Chartered Accountant (CA) SA, or Certified Risk Practitioner (CRPrac) or Certified Risk Management Professional (CRMProf)
- Certified Internal Auditor (CIA) or Chartered Accountant (CA) SA, will be advantageous
- A minimum of 5 years' direct experience in a risk and Compliance management environment of which three years must be in management level;

- Membership with the Institute of Risk Management of Southern Africa (IRMSA), Institute of Internal Auditors of South Africa (IIASA) or South African Institute of Chartered Accountants (SAICA) or other related Institute;
- Knowledge of Ethics Programme, BCM Programme, Compliance Framework, Risk Management Methodology, Forensics Investigations;
- Thorough of knowledge of ICT, various public sector laws and regulations such as PFMA, financial sector regulations, principles, practices and King IV Report on Corporate Governance;
- Demonstrate ability to gather, interview, analyse, and evaluate facts/sensitive information, and prepare and present concise oral and written reports;
- Ability to work with multiple projects, multi task and project management skills;
- Ability to understand group dynamics and behaviour and contribute to building a cohesive knit team;
- Flexible and pro-active individual, with high level of integrity; and
- A firm, confident, committed, flexible, pro-active, solution-driven, self-motivated and result driven individual.
- Experience in working on Public Service legislations will be an advantage

Minimum Requirements

- NQF level – NQF 7
- Degree(s) in Risk and Compliance Management
- A post graduate degree in risk management, ICT, auditing, accounting, finance, or a related field and a driver's license will be advantageous;
- Internal Auditing, Finance or other related qualifications with be advantageous.

Closing date for applications: **30 June 2020 at 16h30.**
Please direct all applications to noncedos@bankseta.org.za
Enquiries to: celesteh@bankseta.org.za

Note: Preference will be given to candidates who meet the requirements and in line with the BANKSETA's Employment Equity Plan