

# JOB VACANCY

## RISK OFFICER x 1



### JOB PURPOSE

Responsible for overseeing and coordinating implementation of NARDI risk management initiatives/programmes, ensuring effectiveness of risk management processes creating an effective control environment that enhances efficiency, mitigates potential risks and protects the assets of the Institute through optimal usage and security.

### THE JOB

The incumbent will be responsible for, amongst others, the following Core Accountabilities and Responsibilities:

1. Facilitates identification and assessment of strategic, business and operational risks.
2. Develops the risk management operational plan annually for approval by the Finance Risk & Audit Committee.
3. Prepares and present assurance reports to the Finance, Risk and Audit Committee on Risk Management, Internal Control and Governance.
4. Evaluates and monitor implementation of risk mitigation strategies/plans across NARDI departments.
5. Creates awareness on risk management through training all NARDI members of staff and the Board of Directors.
6. Facilitates establishment and quantification of the Institute risk appetite and tolerance levels.
7. Effectively implement the approved annual risk management plan.
8. Designs and ensure effective implementation of the institutes risk management process.
9. Performs such other related activities directed by supervisor.

### POSITION REQUIREMENTS

#### Qualifications:

Bachelor's Degree in Risk Management or equivalent plus full membership of professional association recognized internationally.

#### Experience:

At least five (5) years post qualification experience.

#### Competencies:

- Interpersonal Skills.
- Results Focused.
- Good Analytical Skills.
- Planning and Organising.

#### Key Performance Areas

1. Enhanced risk awareness and risk control measures in all activities of the organisation.
2. Enhanced development and maintenance of adequate Governance structures across the organization.
3. Reduction in non-compliance
4. Improved opportunities to achieve strategic initiative.
5. Efficiency of regulatory processes and strategic objectives.

If you believe you are suitable for the role, please send your application letter, CV, Certified copies of Omang, certified copies of certificates and contact details of referees to the following address. Successful candidates will be placed across different NARDI workstations country wide.

Email address: [recruitment@testrite.co.bw](mailto:recruitment@testrite.co.bw)  
SUBJECT: INDICATE THE JOB TITLE OF THE POSITION YOU ARE APPLYING FOR.  
Applications Closing Date: 31st MAY 2024

ONLY SHORTLISTED CANDIDATES WILL BE RESPONDED TO

