



COMPLIANCE AND RISK MANAGER (THREE YEAR FIXED TERM CONTRACT)

REPORTING TO: CHIEF EXECUTIVE OFFICER

BASED IN: CAPE TOWN

SALARY LEVEL: R811 560,00- R952 485,00 (TOTAL COST TO COMPANY PER ANNUM)

The Financial and Fiscal Commission (FFC/ Commission) is a constitutional institution mandated by the Constitution of the Republic of South Africa, 1996. The FFC makes recommendations and give advice to the three spheres of Government on financial and fiscal matters.

The Commission requires the services of a **COMPLIANCE AND RISK MANAGER** for its Office of the CEO. The primary purpose of the job is to manage the strategic, operational, ethics, and business continuity risks for the FFC and to monitor compliance with legislation and regulations in support of the FFC achieving its strategic objectives. To act in an advisory capacity to the organization on best practices in risk management and compliance so as to ensure that the organisation fulfils its mandate as set out in chapter 13 of the Constitution of the Republic of South Africa, 1996 as amended.

MINIMUM REQUIREMENTS

- Degree in Commerce or Law.
- At least 5 years of experience in a governance, risk, and compliance environment and 3 years on a management level.

EXPERIENCE

- Additional qualification/certification in business continuity, compliance, ethics, governance, and risk will be an advantage.
- Membership of either the Institute of Risk Management, Ethics Institute, or Compliance Institute SA will be an advantage.
- Excellent interpersonal and critical thinking skills.
- Computer literate.

COMPETENCIES

- Financial Management
- Communication
- Ethics and Integrity
- Diversity and change management.
- Organisational Sensitivity
- Presentation Skills
- Computer Literacy (Outlook, Excel, Word and Power Point)
- High stress tolerance
- Work under pressure

PERFORMANCE AREAS

RISK MANAGEMENT

- Develop and implement a comprehensive risk management strategy and annual plans that align with the FFC's strategic objectives and risk appetite.
- Develop, implement, and maintain an Enterprise Risk-Wide Risk Management Framework and applicable Policies and Procedures.
- Ensure compliance with relevant laws, regulations, and industry standards.
- Lead the implementation of an enterprise-wide risk

management framework to integrate risk management practices across all the divisions and sub-divisions.

- Facilitate the Identification, assessment, and prioritization of risks across the organization, including financial, operational, strategic, project, ethics, and compliance risks.
- Develop and oversee the implementation of risk mitigation strategies and action plans to minimize potential negative impacts on the organization.
- Provide regular risk reports to the CEO, Executive Team, and the Commissioners, highlighting key risks, trends, and mitigation strategies. Communicate risk management strategies and objectives to stakeholders at all levels.

COMPLIANCE MANAGEMENT AND ETHICS MANAGEMENT

- Develop and implement a compliance management framework that includes a charter, policy, procedures, and compliance manual.
- Develop a compliance management strategy and the annual plan.
- Perform compliance risk identification, assessment, and management.
- Develop and implement a compliance risk management plan following the approved standards, methodologies, and tools.
- Develop ethics management framework, policy, and procedures.
- Develop an ethics management strategy and annual plan.
- Perform ethics risk assessment, mitigation, and develop ethics management risk profile.
- Develop and review the code of conduct, whistleblower policy, fraud policy, and response plan.
- Report the compliance management and ethics management status of the organization to the CEO, EXCO, and Audit and Risk Committee.

BUSINESS CONTINUITY

- Determine and develop a business continuity plan and implementation strategy.
- Develop an incident management plan.
- Develop ethics management framework, policy and procedures
- Work closely with ICT to develop/ maintain disaster recovery plans for critical systems and applications.
- Report the business continuity status of the organization divisions to the CEO, EXCO, and Audit and Risk Committee

PEOPLE MANAGEMENT

- Manage human and financial resources under the custody of the function.
- Manage the performance of the staff in the sub-division.
- Performs other related duties as assigned.
- Ensure a safe and healthy working environment for all staff members

If you wish to apply, please e-mail recruitment1@kgabolize.co.za, att: Norma Maja. Applications must be accompanied by a curriculum vitae containing two contactable references, certified copies of qualifications not older than three months and certified copy of identity document. Please take note that qualifications and citizenship checks will be conducted on short-listed/ recommended candidates and, where applicable, additional checks will be conducted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). If you have not received feedback within 3 (three) months of the closing date, please regard your application as unsuccessful.

FFC aims to meet its equity objectives and is committed to the promotion of a representative workforce in terms of the relevant legislation. Preference will be given to previously disadvantaged males and females; and people living with disabilities to achieve the objectives of employment equity.

Closing date for application: 10 March 2025

No late applications will be accepted.