



BANK OF SOUTH SUDAN

JOB ANALYSIS REQUIREMENTS

JOB DETAILS

JOB REF	B0SS/H0/22/5.
JOB TITLE:	DIRECTOR, RISK & COMPLIANCE MANAGEMENT
DEPARTMENT:	RISK AND COMPLIANCE DEPARTMENT
SUPERVISOR	GOVERNOR
RANK:	DIRECTOR

Job / Role Purpose: *(Description of the purpose of the job)*

Director, Risk and Compliance Department (RCD) is to oversee/Supervise the implementation of Risk Management in the Bank of South Sudan.

Duties and responsibilities *(Brief description of duties or the responsibilities for the job).*

- Provides oversight of the Bank wide implementation of risk management policies and framework.
- Provides oversight of Bank-wide measurement, monitoring and reporting of financial, strategic, compliance and operational risks.
- Responsible for Organizing Quarterly Risk Management Sub-Committee (RMSC) meetings and performing the duties of Secretary to the Risk Management committee.
- Reviews, approves, and provides daily, weekly, monthly, quarterly, and annual Risk Management Reports to various management levels and Board Committees.
- Provides oversight on quarterly reviews and updates of the Bank Risk profile
- Overall responsibility of developing, testing and maintenance of the Bank's Business Continuity Program and operational readiness of the contingency arrangements
- Provides oversight on the middle office operations of foreign exchange reserves management including regular review of the Bank's Strategic Assets Allocation and Investment policies.
- Provides oversight of financial risk monitoring, new investment proposals by the Front office and reporting on portfolio performance of the foreign reserve investments.
- Championing risk awareness and sensitization throughout the Bank.
- Coordinates the implementation of an effective Bank Compliance management System, including implementation of effective AML/CFT, Data Protection and Occupational Health & Safety (OHS) compliance Frameworks.
- Coordinates the Bank-wide implementation of internal & external audit recommendations.
- Provides oversight, management and supervision of the Risk and Compliance Department (RCD), including conducting staff appraisal, leave management, internal staff transfers, staff training and management of the Department's annual workplan and budget.
- Coordinates the Implementation of the ISO 27000 family of standards.



- Coordinates the implementation of the Attack and Penetration test recommendations.
- Coordinates the Information Security Management System (ISMS) implementation program for the Bank

Expected outputs/ Deliverables : *(Criteria / results used to measure success; 5-6 main deliverables/ KPIs related to the role. These must be specific, measurable, and concretely related to the role. Do not include tasks and activities of the role)*

- Updated Risk Management Policies, Frameworks and Guidelines
- Periodic financial risk management reports [reserves portfolio performance reports, financial (credit, liquidity, market) risk analysis reports].
- Bi annual strategic risk reports
- Periodic Compliance Monitoring Reports (AML/CFT, OHS, Data Protection & Privacy, SLA & MoU compliance reports, radiation safety reports and Departmental compliance reports)
- Updated Bank-wide compliance universe
- Quarterly updated bank risk profile
- Quarterly Business Continuity Planning & Management (BCP/M) reports
- Quarterly audits follow up implementation status reports
- RCD Department Annual Workplan & Budget
- Quarterly RCD Workplan implementation status reports
- Quarterly RCD Budget performance reports
- Annual staff appraisal reports and training needs' reports
- Ad hoc reports

PERSON'S SPECIFICATION

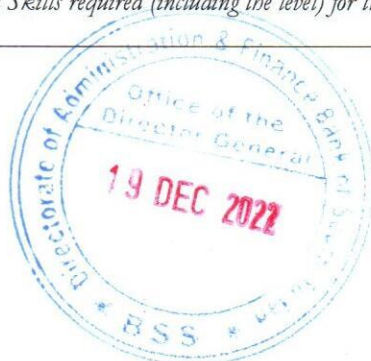
Educational Requirements: *Minimum education level required to perform this job*

- A degree in Business, Economics, Banking, Finance, Insurance, Law, Mathematics, Computer Science or related field of study from a recognized university.
- A Master's degree from a recognized institution in Economics or Econometrics, Business, Finance, or other related fields.
- Membership to any of the professional bodies; CISA, ACCA, CIMA, CFA and Certification in any of the Risk frameworks like CVEC, ISO 31000, 22317, 37301, 27000, 22301 is an added advantage.

Related Job Experience: *Number of years and nature/ type of previous work experience required to successfully perform the job*

- At least 10 years working experience 4 of which at middle management level in Risk Management, Banking and related fields
- Extensive experience in Risk and Compliance functions.
- Minimum of ten (10) years' work experience in Banking Operations, Financial Services, Economics, Accounting/Auditor, or similar operations, with five (4) years in Senior Managerial Position.
- Proven experience in engaging with Financial Institutions, with demonstrated extensive hands-on experience and with deep sound understanding of the regulatory environment, including BSS Prudential Guidelines.

Required Technical Knowledge / Skills *(Knowledge / Technical Skills required (including the level) for the role)*



- Advanced Risk Management Skills
- Report writing skills
- Analytical skills
- Research Skills
- Problem-solving skills
- Creativity
- Management & Supervision skills
- Computer Literacy
- Presentation skills
- Coordination and control
- Budget and Cost Control
- Organisational skills
- Teamwork

Required behavioural skills and knowledge for the role *(Include the behavioural abilities and specific skills necessary for the role, indicate language skills required for the role (language and level))*

- Good interpersonal skills
- Good team player
- Developing others
- Commitment to duty
- Taking initiative
- Communication and coordination skills
- Self-driven
- Results oriented
- Time Consciousness and Management

How to Apply

- If you believe you can clearly demonstrate your abilities to meet the criteria given above, please submit your application with a detailed CV to

DIRECTOR HUMAN RESOURCE
 BANK OF SOUTH SUDAN
 PLOT NO.1, BLOCK D6, P.O.BOX. 136 JUBA MARKET, JUBA SOUTH SUDAN.
 Email recruitment@bosshq.org

- **To be considered, your application must be received before 1:00PM on 10th January 2023.**

- Bank of South Sudan is an equal opportunity employer, Women are strongly encouraged to apply.

Only shortlisted candidates will be contacted.


 Samuel Yanga Mikaya

DG for Administration and Finance