



National Student Financial Aid Scheme

## Job Specification & Recruiting Profile of Vacancy

18 October 2024

The following vacancy exists at NSFAS in Cape Town.

<b>Position</b>	Senior Manager: Risk and Compliance	<b>Type &amp; Grade</b>	Permanent, D3
<b>Vacancy No</b>	38 of 2024/25	<b>Department &amp; Unit</b>	Risk and Compliance

### POSITION OVERVIEW:

The Risk and Compliance Senior Manager is responsible for overseeing the organisation's risk management and compliance functions, ensuring that the organization operates within the bounds of the law and mitigates risks. This role serves as a trusted advisor to senior management, providing strategic guidance and support to ensure the organisation's compliance with relevant laws and regulations.

### RESPONSIBILITIES:

#### Risk Management

- Develop and implement risk management strategies to protect the organisation's interests.
- Collaborate with cross-functional teams to integrate risk management into organizational processes.
- Identifying potential risks (strategic, operational, etc.) that could impact the organization.
- Evaluating the likelihood and impact of identified risks and prioritizing them based on their

severity.

- Developing and implementing plans to mitigate or manage risks, including contingency planning.
- Continuously monitoring risk exposure and effectiveness of risk management strategies. Reporting risks to management.
- Ensuring the organization is prepared for, and can effectively respond to, crises or unexpected events

## **Compliance**

- Ensuring that the organization adheres to all relevant laws, regulations, and industry standards.
- Policy Implementation: Developing and enforcing internal policies and procedures to maintain compliance.
- Internal Compliance Auditing and Monitoring: Conducting regular audits and reviews to ensure that compliance is maintained and identifying areas of improvement.
- Providing employees and relevant stakeholders with the necessary training to understand and comply with regulations and policies.
- Keeping accurate records of compliance activities and reporting non-compliance or breaches

## **Compliance Impact and Reporting**

- Report on all risk and compliance activities at agreed intervals
- Collate integrated reported for the unit
- Collaborate with respective line managers to bring risk and control measures in their respective areas

## **DESIRED SKILLS AND EXPERIENCE**

### **Minimum requirements:**

- NQF Level 8 in Risk Management, Audit, or related fields
- Enterprise Risk Management Certified Professional (ERMCP) or equivalent

- Computer literacy – Intermediate MS Package Suite
- Driver's License
- 10 years' experience of which 5 should be at managerial position in a similar role in the public service
- Thorough understanding of ISO 31000 and COSO Framework
- Knowledge of Risk Management process design, development, implementation and maintenance
- Knowledge of business operational processes
- Knowledge of Risk Based auditing
- Knowledge of PFMA
- Knowledge in Crisis Management and Business Continuity planning
- Public Sector Compliance Management

### **Preferred**

- NQF Level 9 in Risk Management, LLB, Audit, or related fields
- Computer literacy – Advanced MS Package Suite
- 15 Years' experience in public procurement of which 10 years should be at the management level

### **Skill and Competencies:**

- Strategic and visionary
- Project Management
- Interpersonal Skills
- Data Analysis
- Presentation Skills
- Goal orientation skills

- Influential and advocacy
- Systems and IT flair
- Stakeholder Management
- People Management

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## **REMUNERATION & BENEFITS**

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**Remuneration Package: R 1 258 898 – R 1 482 941**

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### **PLEASE NOTE**

**Closing date: 27 October 2024**

Interested applicants must apply via this link: [Senior Manager Risk and Compliance](#)

The NSFAS does not consider late applications. The NSFAS talent acquisition team only corresponds with Shortlisted Candidates. Should you not hear from the NSFAS talent acquisition team within 2 months from the closing date, please consider your application unsuccessful. Appointments will be made in line with the NSFAS Employment Equity goals and targets

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