

**Are you a quality driven individual?
Do you have a passion for perfection?**

If you answered Yes to these questions, you could be just the individual we are looking for.

RISK MANAGEMENT OFFICER

Salary Range R634 703.55 to R789 654.65 per annum (all inclusive)

Overview of the Organisation

The NMISA is a Type 3A Public Entity established in accordance with the Measurement Unit and Measurement Standards Act, No. 18 of 2006 (the Act). The NMISA is mandated by the Act to provide for the use of the international system of units (the SI) and other measurement units in South Africa, to maintain national measurement standards (NMS) and to determine and ensure the comparability of the NMS. More information can be obtained from www.nmisa.org

The Position

An exciting and challenging opportunity exists in the Office of the CEO to provide vigorous Risk Management and Governance support to the NMISA Operations that will facilitate the timely identification and management of material risks and to advise and executes tasks that facilitate standard application of the Risk Management methodology and development of an accurate Risk Profile.

Minimum Qualifications, knowledge and Experience

- A Bachelor's degree (e.g. B Com) in Risk Management or Social Science or in a field related to Development Studies and/or management (a postgraduate qualification will be an advantage).
- Five year's work experience in strategy, risk, governance, monitoring and evaluation environment, three years of which must be in a management function.
- Knowledge of the risk and governance standards such as COSO framework etc.
- Strong knowledge of risks identification, assessment, and management frameworks
- Understanding of Ethics management and Regulatory environment
- Proven ability of business process mapping and modelling
- Knowledgeable of new trends and developments in corporate strategy and business analysis
- Experience in facilitation of risk management and information workshops.
- Understanding of the validation and verification processes
- Experience in data processing and analysis using computer systems
- Extensive knowledge and understanding of legislative requirements applicable to NMISA as a Public Entity NMISA, including Corporate Governance principles, King IV, Companies Act and Regulations, PFMA, PAIA and POPI.
- Knowledgeable on SANS and ISO standards such as ISO 31000 and other standards supporting risk-based approach.
- Ability to advise NMISA on any potential risks to the profitability or existence of the entity
- Knowledge and application of project management
- A valid driver's license

Responsibilities:

- Compilation of policy and strategy for risk management and framework.

- Review of strategic plan in light of systematic changes (international trends in Metrology, national and provincial policy and legislative developments etc.)
- Prepare report on risk for board and stakeholders
- Understanding and managing risks related to NMISA and its context (risks such as cultural, social, political, legal, regulatory, financial, technological, economic and competitive circumstances)
- Consolidate and provide risk analysis of quarterly reports from the NMISA
- Planning, designing and implementing an overall risk management process for the organization
- Development, review of Ethics policies and processes
- Organise, plan, lead and monitor operational ethics management
- Conduct a formal ethics and opportunities assessment
- Coordinate the design and implementation of ethics management system which deals with the institutionalization of ethics plan amongst others
- Build a value-based ethics program to set the ethical tone for the business.
- Help embed ethics into major business decision making and create ethics culture
- Ensure staff are familiar with ethics related policies, processes, declaration of private interest, gifts and whistle blowing processes
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Person Specification:

We are looking for a dynamic, positive thinking individual, who has the ability to manage complexity, have planning and organising skills, is resilient and customer service orientated. A unique individual with leadership and interpersonal skills who can communicate at all levels and develop a strong team. Excellent writing skills and fluency in English. The candidate must have the ability to work both as part of a team and independently.

The position further requires professionalism when dealing with customers and colleagues, plus a level of excellence that goes above and beyond the commercial considerations and legal requirements.

Please note:

NMISA subscribes to and applies the principles prescribed by the Employment Equity Act. Preference will be given to previously disadvantaged individuals in order of preference: African, Coloured & Indian.

Interested and suitably qualified persons **MUST** upload/ attach all supporting documentation required (CV, certified copies of qualifications, ID etc.) when applying for the position email NMISA Human Resource at careers@nmisa.org. Only candidates with all supporting documents and completed questionnaire will be considered for the position.

Closing date for applications: **4 February 2020**

Correspondence will be limited to short-listed candidates only.

