



INTERNAL AND EXTERNAL ADVERTISEMENT

Risk Officer

Annual Total cost to Company (R 711 707.28 – R 854 048.73)

Gauteng Enterprise Propeller (GEP) is a Provincial Government agency established under the auspices of the Department of Economic Development, to provide non-financial support; financial support; and coordinate stakeholders for the benefit of SMMEs in Gauteng.

Purpose of position

The Risk Officer is responsible to support business units and the Risk and Audit Division in the identification, assessment, management, monitoring and reporting of risk activities across the organization including business continuity management.

Key Responsibilities:

- Develop and implement risk-assessment models and methodologies.
- Plan and contribute to development of risk management systems.
- Develop and maintain GEP's Risk Registers
- Conduct strategic, operational and credit risk assessments.
- Assist to update and implement GEP Risk Management Task Register
- Prepare Risk Management Committee reports.
- Provide advice on risk management issues to the Risk Management and Audit Committee, GEP Executives and GEP employees.
- Promote awareness of Risk Management to all GEP employees
- Identify, measure, manage and report risks.
- Helping develop processes to better evaluate business-specific risk.
- Monitor the Strategic, Operational and Projects risk profiles, including risk support to Executives, risk awareness and assessment of adequacy and effectiveness of risk mitigations.
- Monitors and evaluates GEP's exposure to risk.
- Monitors important as well as critical risk issues.
- Assist in evaluating and testing Business Continuity Plans and Disaster Recovery Plans.
- Identification and documentation of BCM risks

Minimum Requirements

- NQF level 7 Qualification in Risk Management, Internal Auditing, Finance or other related qualifications

- Membership with the Institute of Risk Management of Southern Africa (IRMSA) or Institute of Internal Auditors of South Africa (IIASA) or South African Institute of Chartered Accountants (SAICA)
- A minimum of 4 years direct experience in a risk management/internal audit environment.
- In-depth knowledge of Risk Management Standards/Principle, Credit Risk, BCM standards, Compliance standards and PFMA.
- Strong background and experience in Risk Management Methodologies and techniques.

Competencies (Knowledge, Skills and Attitudes)

- In-depth knowledge of Risk Management Standards/Principles, and PFMA.
- Strong background and experience with Risk Management Methodologies/Audit and techniques.
- Advanced Communication
- Problem Solving
- Research
- Risk Management
- Reporting Writing
- Strategic Thinking
- Professionalism
- Ethical, Honest and Integrity
- Governance and risk

Suitable applicants must e-mail detailed, updated CVs to: riskofficer@gep.co.za, with subject being the position applied for, by no later than 12 December 2024 at 17h00

GEP advocates for equal opportunities. Previously disadvantaged individuals and people with disabilities are encouraged to apply. Kindly note that full background checks will be done on successful candidates. Note that candidates who have not been contacted within 30 days of the closing date must consider their applications unsuccessful. GEP reserves the right to fill or not to fill this position. For any enquiries contact Human Resource Unit on **011 085 2001**