

WENRECo

West Nile Rural Electrification Company Limited

JOB DESCRIPTION

Department : Compliance

Job title : Compliance, Risk & Audit Officer

Reports to : General Manager

Job purpose

To manage, Risk, Compliance & audit functions through ensuring that the company and its employees are complying with regulatory requirements, internal policies, procedures by establishing risk management and internal control systems.

RESPONSIBILITIES:

- ❖ Provide inputs into the business strategy, lead and ensure the achievement of company strategy in all respective functional departments in support of the objectives.
- ❖ Critically review the soundness and application of all systems, procedures, and plans, including internal controls and their compliance to good utility management practices
- ❖ Prepare and implement Compliance, audit & risk plans, and programs.
- ❖ Provide Quarterly updates to the Board of Directors with internal audit, compliance, and risk management direction.
- ❖ Identify & report on key issues that draw the attention of the function and how Management has addressed such issues.
- ❖ Regularly review the reliability and integrity of financial, Commercial, and operating information and means used to identify, measure, classify and report such information.
- ❖ Establish, review & avail means of safeguarding company assets and verify existence of such assets.
- ❖ Carry out assignments as may be assigned by GM & Board Committees.
- ❖ Develop, implement and coordinate WENRECo' s risk management strategy.
- ❖ Monitor and report on the compliance of the company and its employees with regulatory requirements, internal policies, and procedures.
- ❖ Evaluate and propose appropriate recommendations for improving the governance framework structures and accomplishment of its objectives.
- ❖ Establish & maintain a vigorous risk register for the company.
- ❖ Prepare and submit annual compliance & risk work plans for the department to Management.
- ❖ Ensure that internal controls are in place and functioning as intended and that value for money is obtained.
- ❖ Coordinate with external auditors & internal auditors
- ❖ Any other duties may be assigned from time to time.

Special Qualifications Required

- ❖ Bachelor's degree in B. Com, Economics, Statistics, Accounting (Hons), LLB, Engineering or equivalent 4 years of proven experience in the same position.
- ❖ Full professional qualification such as ACCA, CPA, CIMA, or other internationally recognized professional accounting qualification.
- ❖ Full membership of the Institute of Internal Auditors, CIA, CISA

INTERFACES:

- ❖ All heads of departments.

SAFETY, SPECIAL SKILLS, ABILITIES & CAUTION:

- ❖ Broad knowledge and understanding of Risk, Control and Governance
- ❖ Management Sound Leadership skills.
- ❖ Good people and stakeholder management skills
- ❖ Highly analytical, testing and sampling skills.
- ❖ Honesty with a high level of integrity & professionalism
- ❖ Good negotiation and influencing skills.
- ❖ Good reporting writing skills
- ❖ Computer & IT competencies
- ❖ Sound Knowledge of Audit Strategy.
- ❖ Knowledge of Audit Methodology and scope.
- ❖ Team player with ability to motivate a team.

