



ENVIRONMENTAL MANAGEMENT AGENCY

Applications are invited from suitably qualified persons to fill the following position that has arisen within the Environmental Management Agency (EMA). EMA is a parastatal responsible for sustainable environmental management in Zimbabwe.

RISK OFFICER (HARARE)

Reporting to the Audit and Risk Manager, the job holder will be charged with the responsibility of providing a range of high quality loss control and risk management to ensure that the Agency risks are well known and mitigatory measures are put in place to enable protection of the Agency's resources.

Key Result Areas: Risk Management; Loss detection; Revenue Stream analysis.

Duties and Responsibilities:

- Reviewing and implementation of the Risk Management Policy, Risk Management Framework and operational procedures.
- Monitoring and reporting on major and critical risk issues including Key Performance Indicators (KPIs) for each Agency's revenue streams.
- Monitoring the Agency's risk and control assessment reporting process, monitoring and maintaining internal elements such as risk register, risk measurement and modeling techniques, qualitative analysis models and management reporting including reports to the Board.
- Conducting risk assessments which include on-going analysis of existing risks and the identification of new or emerging risks and keeping pace with any changes in the risk profile and the external risk landscape
- Participating in key processes including strategic planning, engagement of key stakeholders and performance monitoring.
- Keeping abreast with global developments and best practices in risk management.
- Managing the occupational safety function including offering advice to line management on safety issues.
- Managing the security function including provision of investigation and business intelligence services.
- Managing the risk function including physical security, cyber security and financial security
- Liaising with law enforcement agencies in dealing with criminal cases and other security threats.
- Carrying out any other relevant duties as may be assigned by the Supervisor from time to time.

Qualifications, Competencies and Work Experience:

- Bachelors Degree in Finance, Business Management, Accountancy, Risk and Insurance any other related degree.
- Any professional qualifications such as CRM, CIS, IAC, ACCA or CIMA will be an added advantage.
- At least 5 years relevant experience in Risk/ security management in similar organizations.

- Sound crimes investigation skills in the Police force, preferably at the Serious Fraud Squad would be an added advantage.
- Good knowledge of SAP will be an added advantage.

In return,

The Agency is offering a competitive remuneration package commensurate with qualifications and experience.

Interested applicants should submit their applications with detailed curriculum vitae including certified copies of certificates, and the names of 3 contactable referees under confidential cover not later than **9 February, 2018** to:

**The Human Resources Manager
Environment Management Agency
Box CY 385
Causeway
HARARE**

Only short listed candidates will be advised