

## Operational Risk Coordinator - Information Technology Associate Manager

The job primarily involves ensuring that the Operational Risks the bank is exposed to in the Information Technology front is managed in line with the Policies and procedures of the bank. The job holder is required to strengthen the IT Risk Management framework that is prevalent within the Bank

### The Job:

- Provide assistance in identification and monitoring of Key Risks related to IT Infrastructure and Applications. Escalate Operational Risks that the Bank is exposed to, in relation to IT Infrastructure and Applications
- Ascertain that the required IT general controls are in place within the IT infrastructure
- Facilitate the implementation of Operational Risk Tools to all IT related processes and procedures
- Review and follow-up for completion/ mitigation of incidents/risk events, system downtimes, flash reports, IT alerts reported by IT and also IT related incidents/risk events reported by other Business Lines. Review for breaches, identify root causes and follow up for mitigants to be implemented.
- Follow up to ensure completion of IT related issues/ gaps in control, identified by Internal Audit
- Participate in new system implementations to ensure the Security of the Application, related infrastructure and interfaces. Represent Operational Risk in the Project Steering Committee meetings in this regard
- Review Policies/ PPGs/ Operational guidelines of IT department and other related business lines and ensure appropriate controls are in place to mitigate Operational Risk elements
- Prepare data and conduct Business Operational Risk Sounding Board (BORSB) meetings for IT department and any other assigned Business Lines
- Active involvement in new project evaluations, POC, pre implementation and post Implementation reviews, security testing when a new technology driven product or service is introduced or when a change is made to such product or service
- Conduct a level 2 Privileged User Activity review (PAM) for critical systems owned by the bank on a quarterly basis
- Proactive participation in the yearly IT BCP Drill (MCU Test) conducted by Ops Risk
- Assist in any other Operational Risk related assignments including responsibility for Business Continuity Management.

### Person Profile:

- Possess a Degree in Information Technology or equivalent qualification.
- Any of the following IT security certification (CRisk , CISA, CISM, ISO 27001 lead auditor / implementer) is also added advantage
- Possess a minimum of 8 years of banking experience of which 5 years of Information Technology related working experience, inclusive of Information Security/ IS audit
- Sound Knowledge on industry practices in IT Risk management
- Knowledge of Web Applications/Databases/ IT Networks
- Competency in Microsoft Excel, Word and Power Point is mandatory
- Good communication and presentation skills
- A committed team player with attention to accuracy and timeliness in completing tasks

Please login to <https://www.ndbbank.com/careers> to apply on or before 5<sup>th</sup> April 2023

We will correspond only with the shortlisted applicants

*"We are an equal opportunity employer"*



Vice President, Group Human Resources



Classification: Internal