

Job Title:	Assistant Manager, ICT Risk	Reports to:	Head, Enterprise Risk Management
Unit:	Enterprise Risk Management Department	Department:	Enterprise Risk Management
Grade:	Band 4 - Manager	Date:	TBA
Job holder:		Supervisor:	
Signature:		Signature:	

Job Purpose Statement

The purpose of this role is to create and sustain a cohesive culture and approach to ICT Risks that gives assurance on the Bank's ability to adapt, recover or mitigate the impact of Information and Cyber risks on its business, customers, employees, shareholders and other stakeholders.

Key Accountabilities (Duties and Responsibilities)

Perspective	% Weighting (to add up to 100%)	Output
Internal business processes	75%	<ul style="list-style-type: none"> • Undertake risk assessments, analyse the effectiveness of technical and procedural control activities, and provide actionable recommendations to management. • Assess the Bank's information and Cyber Security capabilities, operations and supporting technology controls to identify risks and recommend pragmatic risk mitigation measures. • Identify and assess business disruption risks and their impacts associated with current business practices and strategic plans. • Identify critical points of failure in the Bank's ICT disaster recovery plans and recommend risk mitigation measures based on best practice standards. • Review and report on the residual ICT risks. • Review and improve the training and awareness programs for Information and Cyber Security in the bank. • Succinctly frame emerging threats and risk in alignment with the existing risk profile.

		<ul style="list-style-type: none"> • Distil complex risk, process and control relationships into simple dashboards/reports. • Demonstrate robust risk management oversight in supporting various internal assessments and regulatory examinations. • Support the development of the IT risk management practice, framework and methodologies. • Review, report and follow-up on closure of any noted gaps during the ICT risk assessments. • Periodical review of the ICT and Cyber Security policy, standards and guidelines
Customer	15	<ul style="list-style-type: none"> • Drive customer satisfaction through timely ICT risk Assessments that have been put in place to support business. • Providing prompt feedback on internal customer queries on ICT.
Learning and growth	10	<ul style="list-style-type: none"> • Responsible for delivering the performance objectives set and managing his/her own learning and development to build capacity and avail him/herself for coaching and training opportunities.

Job Dimensions

Reporting Relationships: jobs that report to this position directly and indirectly	
Direct Reports	None
Indirect Reports	Close working relationship with Risk champions and all stakeholders across the Bank.

Decision Making Authority /Mandates/Constraints: the decisions the position holder is empowered to make <i>(Indicate if it is Operational, Managerial or Strategic). Please also highlight any budgetary control responsibility if applicable for the role.</i>
<ul style="list-style-type: none"> • Methodology and procedures for ICT Risk Assessment • Reporting of ICT risks to management • Follow up with management to close ICT gaps identified
Stakeholder Management: key stakeholders that the position holder will need to liaise/work with to be successful in this role.

Internal <ul style="list-style-type: none"> • Business Units • Technology & Operations • Enterprise Projects team • Internal Audit 	External <ul style="list-style-type: none"> • Vendors • External Auditors
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Work cycle and impact: time horizon and nature of impact (Planning)

(e.g. Less than 1 week, 2 weeks, 2 weeks – 1 month, 1month – 3 months, 3-6 months, 6-12 months, above 1 year)

Long term planning – three to six months

Short term planning – One week to three months

Ideal Job Specifications

- University Degree in a relevant field
- Master's degree will be an added advantage
- Relevant certifications in Information Security and Risk Management knowledge areas such as CRISC, CISM, CISA, CISSP or equivalent.
- At least 4 years' experience in a similar role with exposure to Banking operations, Technology or Assurance functions.
- Practical Knowledge of BOU guidelines on ICT Risk Management.
- Practical Knowledge of risk and control frameworks and their application within the Financial Services industry.

Ideal Job competencies

Technical Competencies

- Risk Management: Ability to anticipate and mitigate risk by developing appropriate Risk Management Policies.
- Compliance and Regulatory Framework: A good understanding of the regulatory issues, reporting an operational requirement as provided by BOU, URA and other key stake holders.
- Conceptual and Analytical Skills: Ability to quickly grasp and understand systems and keen to detail.
- Technology Skills: Knowledge and application of modern IS security Management practices in financial services Industry.

Behavioural Competencies	
	<ul style="list-style-type: none"> • Performance Management to optimize own productivity. • Communication and Interpersonal skills to effectively communicate with and manage customer expectations (internal and external), and other stakeholders who impact performance. • Knowledge and effective application of all relevant banking policies, processes, procedures and guidelines to consistently achieve required compliance standards or benchmarks. • Self-empowerment to enable development of open communication, teamwork and trust that are needed to support performance and customer-service oriented culture. • Thinks critically and analytically, with the ability to express a point of view supported by data (for both technical and nontechnical audiences) • Raises concerns early and facilitates constructive problem-solving at all levels of the enterprise; knows when to escalate\Exhibits passion and expertise in technology and cybersecurity domains, with an ability to be confident, respectful and articulate when registering dissenting or unpopular opinions • Collaborates effectively with colleagues, stakeholders and leaders across multiple organizations to get consensus, socialize strategy and achieve objectives • Manages multiple parallel initiatives while maintaining superior results • Is execution and Achievement -oriented and self-motivated: Strives to achieve results, enjoys measuring others, being measured and being judged on performance standards and those of others he leads • Personal Ethics: Must be honest, fair, just but firm with himself and of high integrity.

This JD is signed-off with reference having been made to the organisation's core values and aligned competencies against these values.