

TERMS OF REFERENCE (TOR)

Post:	Risk Analyst
No of Vacancies:	01
Post Type:	Full time
Department:	Risk & Compliance Department
Reporting to:	Deputy Manager – Risk & Compliance

Key tasks, responsibilities, and deliverables:

- Help monitor on an on-going basis the risk-taking activity, the risk exposures in line with the Board approved risk appetite, the risk limit, and the breach of limit.
- Assist in the performance of risk research and analysis on the Corporation's risk profile considering the Corporation's risk appetite and develop Risk Dashboard for Management reporting.
- Assist in identifying external and internal events that may impact the Corporation, assess implications, and recommend approaches to mitigate resulting risks.
- Coordinate with all functional areas across the Corporation to develop effective and feasible solutions for risk management.
- Work closely with all functional areas to identify potential areas of risk vulnerability and develop corrective action plans.
- Coordinate and actively support in developing and continually seeking to review and improve the risk management policies and procedures.
- Promote cultural awareness of risk management practices within the Corporation and conduct training/awareness programs on regular basis.
- Provide support for ad hoc requests as required by the Management.

Requirements and Qualifications:

- MQA level 5 qualification in Legal/Audit/ Finance/Banking **with** minimum 01 years' experience in relevant field (prior experience in compliance, legal and/or risk management).

Other Competencies required:

- Demonstrated awareness of and exposure to bank operations, systems, processes, internal policies and procedures, and industry best practice for Risk management.
- Understanding of Risk Management best practice standards.
- Analytical approach and proactive attitude to managing issues.
- Applicants with advanced proficiency in Microsoft Office will be given higher priority.
- Excellent interpersonal skills along with communication skills including verbal and written, with strong emphasis on report writing and presentation capabilities.
- Excellent computer skills including processing of word documents, spreadsheets, and databases.

- Familiarity with trade, economic development, and development of private sector in the Maldives.

Remuneration package:

- Gross pay is between MVR14,500 – MVR 15,500 depending on the Qualification and Experience.

Working Hours:

- The selected applicant will be required to work from 0800 to 1600 on weekdays.

Documents required with the job application:

- Complete and up-to-date Curriculum Vitae (CV).
- Copy of valid National Identity Card.
- Copies of academic certificates with transcripts. **(International certificates must be accredited by MQA)**
- Reference letters from current/ previous employers certifying type of employment, job roles, and service period.
- Recommendation letters from previous supervisors or employers (optional).

How to Apply:

- Required documents should be submitted using the link:
<https://sdfcmv.aidaform.com/job-application-form-risk-analyst1> **29th January 2024, 14:00hours.**

Important notes to applicants:

- Incomplete applications will be rejected without further notice.
- Applications should be submitted only via the given link, applications received via email will be rejected.
- Only short-listed candidates will be notified for an interview.

For inquiries, please contact us on weekdays between 9:00 am to 14:00 pm via phone at 3026016 / 3026018 or email to careers@sdfc.mv