

JOB DESCRIPTION

JOB TITLE: Head Of Risk	REFERENCE INDICATOR:
DIVISION: Risk Management	DEPARTMENT/ UNIT: Risk
JOB GRADE:	VERSION NO.:
<p><u>JOB OBJECTIVE(S)</u></p> <ul style="list-style-type: none"> ▪ To development policies and programmes for the identification, assessment, controlling, monitoring and reporting of operational and market risk inherent in products, processes, systems, policies and external events. ▪ To build strong risk management environment by providing advisory, decision support services to business units & strategic resources functions and develop a framework to constantly update the bank on its risk level with regulatory/banking laws. 	
<p><u>DUTIES & RESPONSIBILITIES</u></p> <ul style="list-style-type: none"> ▪ Develop, cascade and monitor the implementation of operational and market Risk Management plans/Activity plans in line with the overall bank strategy. ▪ Train, motivate and manage performance of the operational and market Risk Management team to enhance staff productivity thoroughly daily supervision of the team's activities, feedback and provision of leadership in line with the HCM policies ▪ Act as the custodian for all bank policies (internal and external policies including regulatory and HCM policies) by developing and implementing mechanisms for updating, accessing and adhering (Including Trainings/sensitizations and communication) to internal, external and regulatory policies by all staff ▪ Collaborate with other Unit/departments Heads to develop and coordinate the implementation of Business Continuity plans across the Bank ▪ Develop and Implement structures/frameworks for population of losses/loss events and risk - based grading of Branches and SBUs which shall inform the deployment of resources, frequency of audit visits, and deployment of internal control personnel and determination of manning levels. ▪ Develop and Implement a timetable for the administration of control and risk self assessment questionnaire to the processes owners for the monitoring of risk with the established controls and policies in line with UBA policies ▪ Prepare, submit and present risk-based reports on various products, processes, activities, systems and external events to management and other relevant stakeholders including the Regulator and the Board. ▪ Develop and monitor the Implementation of Market and operational Risk monitoring plans to constantly update and monitor the Bank on its risk level with regulatory laws 	

- Plan, coordinate and assess operational and market risk management activities in the bank to ensure that the Bank achieves its objectives of meeting Basel II requirements for internationally active banks.
- Develop and monitor the Implementation of structures for the establishment of risk appetite for the bank by setting of risk tolerance limits and key risk indicators in line the Policies
- Develop and monitor implementation of processes for the validation of processes mapped including risk identification, severity assessment, frequency of occurrence and controls documented.

KEY PERFORMANCE INDICATORS

- % age implementation of operational and Market Risk plans
- Staff productivity and engagement score/index including attrition rate
- 100% up-to-date, accessible and adhered to bank wide policies
- Acceptable Risk Management Audit score for internal, External and Regulatory
- Active and functional BCP plans
- Monthly /Timely reporting losses to management of presentation of Risk Learning points to EXCO
- Quarterly control and risk self assessment questions in products, processes, systems and activities in the entire Bank
- Quarterly presentation of Keys Risk Indicators (KRIs) reports for various products, processes, activities, systems, policies and external events to stakeholders
- Risk identification and control in new products, services and processes before such are deployed Bank-wide within 48 hours after receipt from the product owners
- Quarterly risk and control-based procedure, validations and manuals for the mapped processes
- Timeliness at preparing Quarterly Board Report
- Monthly EXCO Risk Management Status Reports.
- Acceptable Risk Management Audit score
- 100% bank compliance to risk regulatory laws/standards

JOB REQUIREMENTS

Education

- Minimum education level: First degree (or equivalent) in Accounting, Banking & Finance or related discipline
- Postgraduate degree/MBA and/or Professional qualification in accounting e.g. CPA,ACA, ACCA desirable

Experience

Minimum experience: At least 8 years banking experience; 5 years in leadership capacity

KEY COMPETENCY REQUIREMENTS

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Knowledge

- Core Business Processes
- Industry Knowledge
- Banking Operations
- Business Risk Management
- Credit Analysis
- UBA banking structure, policies and procedures.
- Accounting and tax
- Local laws
- Data gathering and analysis
- Financial analysis

Skill/Competencies

Professional disposition, Strategy formulation & Business Awareness, Creativity & Innovation, Resource Management, Delegation & Empowerment, Ability to Inspire & Manage Change, Analytical Thinking, Decision Making, Problem Solving, Diversity Management

Interrogatory skills; Communication skills; Fraud Detection & Control; Internal Audit practice; Accounts Management; Analytical and Investigation Skills; Auditing Skills Accounting Skills; Comprehensive Banking Operations (Domestic and Foreign) Skills; Comprehensive Treasury skills

Reporting Relationships

Functionally reports to

Managing Director/CEO

Administratively reports to

Managing Director/CEO

Supervises

1. Operational Risk Management
2. Market Risk Officer

Job Holder:	Job Holder's Supervisor:	Head HCM:
Name:	Name:	Name:
Signature:	Signature:	Signature:
Date:	Date:	Date: