



**The Microfinance Support Centre Ltd**  
**Plot 32, Nakasero Road, Kampala**  
**P. O. Box 33711 Kampala, Uganda**  
**Tel: 041-4233 665/ 031- 263 779, Fax: 041-4233 673**  
**Email: [msc@msc.co.ug](mailto:msc@msc.co.ug)**

### **ADVERTISEMENT FOR VACANT JOB**

**Position: SENIOR RISK AND COMPLIANCE OFFICER**  
**Reports to: MANAGER RISK COMPLIANCE**

#### **Purpose:**

- Supports to design compliance workflow processes to ensure staff adhere to the approved internal policies and procedure in executing their work plans / activities
- Supports to monitor staff compliance and flag to management any violation of acceptable business controls in the provision of credit approval to clients / institutions (credit initiation, account maintenance and collections)

#### **Key Result Areas:**

1. Risk management and compliance report aligned to MSC strategic plan developed
2. Develops and maintains processes & systems for corporate governance
3. Interprets Company internal policies & procedures to ensure compliance.
4. Assessment and evaluation of Company / Dept. / Client compliance.

#### **Key Accountabilities:**

1. Carry out research and develop Institutionalize Compliance framework, processes and procedures
2. Supports to interpret Company internal policies & procedures to ensure compliance.
3. Supports to develop and maintain processes & systems for corporate governance
4. Conducts regular compliance review to minimize breaches.
5. Offer technical support clients, company / departments to identify and compile a compliance risks register.
6. Identifies institutional operations bottlenecks that impact compliance and recommends remedy.
7. Performs periodic assessment and evaluation of Company / Dept. / Client compliance
8. Prepares periodic organizational compliance Reports
9. Regularly monitor the Company's compliance in provision of socio-economic impact & transformation of communities.
10. Perform any other duties as assigned by supervisor.

#### **Qualifications and experience:**

- Honors degree in any of the following fields; Business Administration, Economics, Statistics, Development Finance and Banking or any other related discipline from a recognized University / Institution.
- Master's degree in Economics, Commerce, Micro Finance, Banking, Business Administration or any other related field from a recognized University / Institution is an added advantage.

- Possession of relevant professional qualification will be an added advantage specializing in CFA, CIMA, CIA, ICOSA.
  - Background in financial analysis with statistics or programming is ideal.
  - Computer knowledge of advanced statistical skills, Credit Risk Modelling/Analysis, Data Mining, Financial knowledge.
  - Knowledge in Portfolio Risk / Management within financial business related to vintage and delinquency trends.
  - Knowledge of market and operational risks.
  - Knowledge of legal and regulatory framework.
  - Proficiency in computer application and analysis.
- Six (06) years of progressive working experience in Risk and Compliance field with at least 3 years related work experience at the middle management level in a busy commercial entity

**Competencies/Person Specifications:**

- Excellent relationship management with good presentation and commercial skills.
- Must be adaptable, innovative, and possess good analytical skills & sound judgment.
- Team player.
- Excellent oral and written communication skills.
- Customer-service oriented.
- Strong interpersonal and relationship building skills.
- Ability to sell ideas and motivate staff.

Candidates with the requisite qualifications should send their application with detailed Curriculum Vitae together with copies of certified academic certificates with at least 3 referees in properly sealed envelopes to the address given below clearly stating the job title applied for on the top right corner to be received not later than **5<sup>th</sup> July, 2024**. Shortlisted candidates will be informed of the status of their applications by **19<sup>th</sup> July, 2024**.

**Job Applications should be addressed to:**

The Recruitment Specialist  
The Microfinance Support Centre Limited,  
Plot 32, Nakasero Road  
P.O. Box 33711 KAMPALA

MSC is an equal opportunity employer and is open to transparent recruitment processes. Any form of lobbying/canvassing for support will lead to disqualification of the concerned candidate. Submission of falsified academic documents and/or false information regarding their experience and qualifications will lead to automatic disqualification and possible prosecution.

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*x: [@MSCuganda](#)*