



<b>Position:</b>	<b>Risk Manager</b>
<b>Reports to:</b>	Director General
<b>Salary:</b>	The position is on <b>Category IIB.1</b> of the PURA pay scale.
<b>Number of vacancies:</b>	(1) one

## **BACKGROUND**

The Public Utilities Regulatory Authority (PURA) is the Gambia's independent multi-sector regulator established under the PURA Act 2001 to regulate the following sectors:

- Broadcasting
- Electricity
- Telecommunications
- Petroleum (Downstream)
- Water and Sewerage

PURA in accordance with its mandate, is currently striving towards performing technical, economical and safety regulatory functions in respect to regulated public services. This is done in a bid to achieving its regulatory mandate and fair competition within regulated entities, economic development, social inclusion, and environmental sustainability to always ensure improved Service delivery as well as protection for both consumers and service providers. The Authority wishes to recruit a Risk Manager

## **SCOPE OF WORK**

The Risk & Control Manager is the custodian of the Risk Management Strategy and coordinator of risk management activities throughout the Authority. The Risk & Control Manager is to bring his/her expertise to manage the ERM/Control function and assist the Authority to embed risk management and leverage its benefits to enhance performance. This includes the responsibilities to:

### **Main Responsibilities**

- Development of a Risk Management Policy and Framework to provide guidance regarding the management of risk to support the achievement of corporate objectives.
- Development of Risk appetite and Risk Control Self-Assessment
- Work with Management in implementing the Authority's Enterprise Risk Management Framework incorporating, inter alia, the: risk management policy; framework/procedures; risk management strategy; risk management implementation plan; risk classification; risk identification and assessment methodology, risk appetite and tolerance.



# Public Utilities Regulatory Authority

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- Communicating the Authority's risk management framework to all stakeholders in the Authority and monitoring its implementation across the Authority.
- Promote understanding of and support for risk, including facilitating orientation and training for the Risk Management Committee and all stakeholders on their risk management roles and responsibilities to ensure that, regardless of the job title or function, there is clarity about roles and responsibilities to progress risk management throughout the Authority.
- Facilitate the identification of risks faced by the Authority through risk workshops, brainstorming sessions, interviews etc., using standard approved risk tools where applicable.
- Assist Management with Risk Identification, Risk Analysis, Risk Evaluation, and development of response strategies.
- Establish risk registers to record risks, maintain and review all risk registers for consistency and completeness.
- Work with risk owners and monitoring the implementation of the response strategies to ensure that the risk management processes are implemented accordingly.
- Oversee and update the Authority's risk profile, with input from risk owners and ensure that relevant risk information is reported and escalated or cascaded, as the case may be, in a timely manner that supports the Authority's requirements.
- Continuously collating, aggregating, interpreting, and analyzing the results of risk assessments to extract risk intelligence.
- Provide advice and tools to Staff, Management, and Board in relation to risks of strategic and operational significance/impact and their management, including new and emerging risks.
- Attend Management, Audit and Risk Committee meetings where risk management issues are discussed.
- Prepare reports on key and emerging risks and on-going risk treatment strategies to Senior Management and Board Audit & Risk Committee.
- Continuously driving risk management to higher levels of maturity; and
- Assist and work closely with Internal Audit, Management and Auditor-General/External Auditors in developing the combined assurance plan for the Authority.
- Ensuring the implementation of health and safety measures and making business continuity plans to limit and prepare for incidences that can have a negative impact on the operations of the Authority.



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## **Qualifications & Experience Required**

### **Direct Entry:**

Master's degree in risk management, Auditing, Accounting and Finance or related field. ACCA, CIMA, ACA, Certified Internal Auditor (CIA). OR

Bachelor's degree or Higher Diploma in Risk Management, Auditing, Finance or related field; AAT, CAT, etc.

Three years post-qualification relevant working experience at Manager level as an Internal Audit Department or as a compliance manager.

### **Internal:**

Bachelor's degree or Higher Diploma in Risk Management, Auditing, Finance or related field; AAT, CAT, etc

Three years post-qualification relevant working experience at Manager level as an Internal Audit Department or as a compliance manager.

## **SUBMISSIONS OF APPLICATIONS**

All applicants must complete and sign PURA Job Application Form which can be downloaded from the PURA website ([www.pura.gm](http://www.pura.gm)) or picked up at the PURA office reception desk, Applications must be accompanied with a Curriculum Vitae (CV) and photocopies of relevant certificates.

All applications must be submitted to the PURA office in sealed envelopes on or before **12:00hrs, on 10<sup>th</sup> November 2023** and Addressed to:

The Director General  
Public Utilities Regulatory Authority (PURA)  
Kairaba Avenue  
P.O. Box 4230 Bakau  
KMC

**\*\*\*Female Candidates are encouraged to apply**