



EMPLOYMENT OPPORTUNITY

Bank of the Bahamas Limited, the institution of first choice in the provision of financial services, seeks to identify suitable candidates for the position of:

Assistant Manager, Operational Risk

Key Responsibilities:

- Oversees and leads the workflow of the Risk Officer;
- Develops, implements and conducts risk and control testing in accordance with Bank Policy & Procedures and best practices;
- Reviews and prepare reports on the results of risk and control testing;
- Conducts and facilitates the risk assessment process;
- Assists the Branches/Units with inquiries relating to Risk Management matters;
- Oversees maintenance of the Incident reporting process (inclusive of mailbox administration) and prepare reports on incidents for Senior Management;
- Prepares reports for Management as directed;
- Assists in Enterprise Risk Management framework activities, inclusive of providing training across the Bank's network;
- Assists with the maintenance of Operational Risk, Anti-Fraud, Investigations, and Whistle-blower policies and procedures;
- Conducts investigations into known or suspected forgery and or fraudulent activities, staff defalcations ensuring that proper Bank standards/legal requirements are followed. Ensure all investigations are co-coordinated and professionally handled on behalf of the Bank; and
- May perform a variety of other duties that the Bank deems necessary.

Minimum Requirements:

- Minimum Bachelor's degree from an accredited College or University;
- Minimum 5 years full time experience in auditing, accounting, banking or related field;
- Knowledge of the principles of risk management and the major risks impacting financial institutions;
- Knowledge of specific branch and/or Bank policies, procedures and Bank services in assigned area to appropriately fulfill assigned duties;
- Proven ability to analyze and interpret quantitative and qualitative data;
- Ability to create, implement, monitor and make recommendations for improvements to a risk culture;
- Leadership and motivational abilities in a dynamic changing environment;
- Self-motivated with the highest level of integrity, objectivity and confidentiality in the execution of duties;
- Excellent oral, analytical, interpersonal, written communication, presentation and computer skills.

Benefits include: Competitive salary commensurate with experience and qualifications; Group Medical (includes dental and vision) and life insurance; pension scheme.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

Interested persons should apply no later than **May 30th, 2022** to:

Email: hr.apply@bankbahamas.com