



Our employees are the reason our customers choose HFC Bank and aspire to what's important to them. We're excited to offer our employees opportunities to grow and develop in their career journey. We also provide the resources, support and freedom so employees deliver an extraordinary customer experience. Join HFC Bank and let's aspire and prosper together.

Manager IT Assurance

Reporting to The General Manager Information Technology, this role is to develop and implement an efficient assurance framework that focusses on the implementation and effectiveness of the key control processes and procedures within the Banks IT Operations and IT project environment. The role will also ensure that the Operational Risk Management process is adhered to and is in line with the IT Business Unit strategic plan and HFC Banks overall strategic objectives. The incumbent will maintain an overview of service activity across the business unit and work to gain a wider knowledge of customer service improvement opportunities.

Primary Role Responsibilities include:

- Develop, implement and monitor an IT assurance framework for the Bank;
- Test, review and evaluate control procedures with the necessary documentation to ensure that controls are effective within the IT assurance framework;
- Carry out quality assurance checks and put in place remedial programmes to ensure gaps in the internal controls are addressed with minimal disruption to business;
- Educate and inform all necessary stakeholders in the IT assurance framework;
- Provide assurance to the Business Unit Head and the Leadership Team on the effectiveness of the key controls, procedures and processes;
- Review and monitor all IT audit and risk findings and its treatment and ensure the timely and successful closure of identified issues;
- Proactively contribute to process improvements within the IT business unit;
- Work closely with the Manager Operations Assurance to ensure that all risk assessments for IT operations and IT projects are implemented and maintained;
- Ensure that all compliance and reporting activities are completed accurately and in a timely manner.

Qualification & Role Requirements:

- A Bachelor's Degree in Computer Science, Information Systems, Software Engineering or relevant discipline;
- Any other certification to support the skills required for this position;
- Requires strong systems & development exposure across major IT platforms and strong project management acumen;
- Strong knowledge of Technology Assurance, Technology Risk, Technology Audit and Information Security processes, concepts and industry standards;
- Relevant experience in IT operations in enterprise organisations and/or financial institutions. A knowledge of It operations in a Banking environment would be an advantage;
- Ability to manage multiple stakeholders and deliver suitable outcomes;
- Excellent communication and interpersonal skills, dynamic, out of the box thinker, honest, hardworking, ability to adapt, committed, a professional approach, a leader and a team player.

We offer you the opportunity to work in a challenging and creative environment with intellectually stimulating colleagues who are dedicated, energetic and committed. Applications, together with a detailed curriculum vitae, three referees and all relevant details to be forwarded no later than Friday 29th January 2021 and addressed to:

General Manager Human Resources, HFC Bank, P O Box 161, Suva.

Or by email to hfcrecruitment@hfc.com.fj Your interest will be treated in strict confidentiality. Only applications meeting the above criteria will be replied to. We thank you for your interest. Enquiries are to be directed via email to hfcrecruitment@hfc.com.fj