

Post: Compliance Officer

Type of Employment: Temporary (with a potential to be converted into permanent)

Job Description:

- Focuses on performing business process audits in all areas of business;
- The audits are performed individually or as a member of a team, and are done to verify compliance with established policy/processes and to verify that an effective system of internal controls is in place;
- Develop and/or utilize standard audit process and program to complete audits on a cyclical basis;
- Duties will also include following up on prior audit findings;
- Uses excellent communications skills in interviewing auditees and providing management with recommendations for improvement — both orally and in writing — to successfully bring about positive changes;
- Possesses an understanding of general business processes;

Qualifications:

- Commerce / Quality/ Industrial Engineering/ Law degree (or relevant qualifications);
- A minimum of 5 years' experience in governance/risk/compliance or similar role;

Skills:

- High level of business acumen
- Business analysis, process analysis skills
- Financial understanding
- Project management
- Data analytics
- Change management
- Training and coaching

Should you meet the requirements for this position, you can forward your comprehensive CV to tafadzwab@med-techengineers.com, visit our website, www.med-techengineers.com or contact Tafadzwa Bvochora on 012 997 3676.

Please allow a minimum of 48 hours for a response to your CV, if you do not receive feedback within one week please assume your application has been unsuccessful.

Closing Date: 8th March 2018