



## HEAD OF GOVERNANCE, RISK AND COMPLIANCE

Ready to lead a new era in African football?

**You believe you have the educational background and professional experience to elevate the organization to the highest international standards? CAF is looking to recruit a Head of Governance, Risk and Compliance.**

### **Responsibilities:**

- CAF Governance: Support the consistent review of the:
  - Decisions, recommendations, of the governing bodies
  - Alignment between strategic and tactical plans
  - Roles and responsibilities; and
  - Performance indicators
- CAF Risk Management: Support the periodic:
  - Identification of threats and risk exposures
  - Assessment and management of risks
  - Monitoring of the implementation of corresponding mitigating controls
  - Update of the risk registers
  - Report against this to the COO in the form of a functional audit.
- CAF Quality Management and Compliance Programmes:
  - Design, implement, manage, improve, and support quality and compliance programmes across all CAF Divisions
  - Manage compliance and improve business processes and operations by supporting a programme of internal audits and external assessments against adopted standards
  - Perform and/or manage internal reviews of CAF Projects and Services against the industry standards adopted by CAF
  - Document and perform quality and compliance reviews and testing procedures.
- CAF's Business Processes and Controls:
  - Support the design, implementation, monitoring, and continuous improvement of sound business processes across all CAF divisions.
  - Conduct reviews and monitor compliance with approved business processes and control frameworks.
  - Using the Continuous Improvement Process, identify processes requiring improvement, coordinate prioritisation and implementation of these improvements using appropriate tools and techniques.
  - Co-ordinate activities for fulfilling requirements of internal and external audits or assessments
  - Prepare relevant reports for the Executive Committee/CAF Management
  - Foster and maintain effective relationships and communications with Regional Zones and MA's.
  - Perform other duties as required
- CAF's Policies and Standard Operating Procedures (SOP's)
  - In collaboration each unit, oversee the annual review of all policies and SOP's, including (but not limited to) Anti-Fraud and Bribery, Anti-slavery, and Whistleblowing.
  - Maintain the fraud and bribery register, and give support in event of suspected fraud, carrying out investigation as required.
  - Ensure any incident are reported to the appropriated the COO in accordance with policy requirements.



- Keep abreast of legal and regulatory developments associated with international anti-bribery best practice.

#### **Requirements:**

- Master's degree, or equivalent in Law, GRC or Business Management
- 4+ years of relevant experience in implementing, managing, reviewing, and improving internal controls for governance, compliance and quality, audits, or assurance and risk management programmes.
- Fluent in English and/or French Language both written and spoken; command of any of the other CAF official languages (English, French or Arabic) is a Plus.
- Track record of performing internal or external audits (financial/operational/IT) in accordance with relevant professional standards.
- Demonstrated ability to work with and report to a governance board (i.e. audit committee or similar).
- Highly proficient in audit methodologies, including those applicable in IT environments.
- Highly skilled in designing and implementing compliance and control frameworks including business process reengineering.
- Experience writing high quality documentation and reports.
- Excellent comprehension of internal controls, requirements, and implications.
- Demonstrated ability to work in multicultural and diverse environments.

#### **Benefits:**

- An interesting and varied job in an exciting and innovative organization.
- High-value terms of employment.
- The opportunity to be part of a highly committed international team.
- Full Medical/Life Insurance coverage.
- Excellent Pension Plan solution.

The position will be based at CAF's headquarters in Cairo, Egypt. Qualified applicants will be considered for employment without regard to gender, race, age, skin color, nationality, religion, sexual orientation, or on any other grounds.

If you have the necessary qualifications and are keen to work for a top international sporting organization, submit your application in English (Motivation Letter, CV, Diplomas, and Reference Letters).

**Only direct applications who meet all the required criteria will receive consideration, please send your C.V. to [careers@cafonline.com](mailto:careers@cafonline.com)**

**Application deadline 21/05/2022**