

## **POSITION : RISK MANAGEMENT OFFICER**

### **Job Responsibilities :**

1. Overseeing and monitoring all organizational risk management activities of the organization by identifying, investigating, evaluating and analyzing the existing and new potential risks through the selection of the most applicable method of correcting, reducing or eliminating the identified risks.
2. Accountable to formulate, implement, administer and evaluate risk management strategies to efficiently and cost-effectively manage the identified risks.
3. Providing support by educating, advising, counselling and training staff across MII to build risk awareness culture within the organization and help implementing processes and procedures in guiding the team dealing with the potential threats.
4. Providing leadership, innovation and governance in developing appropriate risk metrics, methodologies, practices and policies to:
  - manage risks according to Enterprise Risk Management Framework;
  - monitor the company's operational and strategic risk;
  - analyze and report enterprise risks; and
  - oversee the implementation of risk solutions that help optimize operations
5. Works with all functional areas to establish clear responsibilities and accountability for the identification, communication, evaluation and adoption of new risk and compliance requirements.
6. Facilitates and directs company's wide risk management preparedness and help establishing and quantifying the 'risk appetite' by comparing estimated risks with criteria established such as costs, legal requirements and environmental factors.
7. Support organizational compliance with statutory mandates, regulatory requirements and accreditation standards of professional organization through regular risk exposure monitoring and reporting.
8. To stay abreast of evolving practices in risk management. Remain current with emerging issues and dynamic changes occur within the business landscapes that may affect the higher education risks. Able to make quick decision and work with Risk Management Committee to develop action plans to mitigate the emerging issues.
9. Periodically review and update the respective risk registers and circulate to Risk Management Committee for attention and action.

### **Job Requirements :**

- Possess a Degree in Risk Management, Business Administration, Economics or any related field. A Master Degree holder would be preferred.
- At least minimum 5 years working experience of risk management in related industry.
- He or She must be dynamic and analytical skill.
- A good communicator and presentation skills.
- Have problem solving and decision making abilities.

Interested candidates are invited to submit a complete resume enclosing the academic transcript together with a recent passport-sized photograph (n.r) to :

HUMAN RESOURCE DEPARTMENT  
**The Malaysian Insurance Institute (35445-H)**

No 5 Jalan Sri Semantan 1

Damansara Heights

50490 Kuala Lumpur

Or email to :

[fatin.najihah@mii.org.my](mailto:fatin.najihah@mii.org.my)

website : <http://www.insurance.com.my>