

JOB VACANCY

CHIEF LOSS CONTROL OFFICER (PRIVATE SCHOOL)



PROCTOR & ASSOCIATES
FORENSIC AUDIT, FRAUD INVESTIGATION & EXPERT WITNESS

JOB DESCRIPTION

- Provide security services to the organization (private school) to ensure the safety and security of company assets, evaluation and control of security risks.
- Risk Assessment, which involve the execution of the corporate compliance and fraud risk assessments by identifying the key risks and assessing mitigating controls to determine the risk profile for the school.
- Initiating timely development and maintenance of security and loss control systems and procedures for the school .
- Maintain a risk register based on the identified applicable laws and regulations and fraud
- Oversee and supervise work of contracted security companies and decide on how they are deployed at the School.
- Maintain an inventory of internal controls and map them to key risk areas and track the progress of remuneration of control weaknesses identified by External and Internal Auditors
- Risk Monitoring which involves assisting in the development and monitoring of key risk indicators that are mapped to various risks to determine elevations in risk and proactively implement risk mitigation measures.
- Identify emerging risks that present need for new regulatory, fraud, or money laundering tool and assessing these risks and measuring the organization's exposure to them.
- Maintain Policy and Procedure Maintenance that is assisting in developing and updating policies and procedures by enforcing document standards.
- Support the School Head in the development, review and approval of the enterprise-wide risk governance framework which includes the organization's risk culture, risk needs and risk limits.
- Input to preparation of budget for the loss control function
- Assist the School Head to deride on appropriate.