

# Exciting career opportunity

#Thrive with us and #Come as you are



## Program Risk & Compliance – Senior Associate

KPMG is a global network of professional services firms providing Audit, Tax and Advisory services. Our purpose is to inspire confidence and empower change. We have a notable Africa Footprint serving clients across the continent. Our East Africa practice comprises Kenya, Uganda, Tanzania, and Rwanda. The Nairobi office serves as the regional coordinating office providing the required networking to facilitate delivery of services on a timely basis to meet and exceed our clients' expectations.

### Purpose of Position:

KPMG International Development Advisory Services (IDAS) wish to recruit a Senior Associate to provide risk management services and promote adherence to KPMG policy and professional Standards within the firm.

### Key roles and responsibilities

The Senior Associate will have the following responsibilities:

- Ensure that the KPMG risk and compliance procedures for engagements, third parties and other aspects are followed in all aspects of implementation of the Program.
- In coordination with the Finance and Operations Manager maintain a risk and compliance checklist.
- Ensure all contracting procedures for third parties and grant recipients are aligned to the KPMG and Program risk and compliance procedures.
- Maintain an updated Program Risk Register.
- Review program and third-party documents as required.
- Review grantee contracting files and reports.
- Assist in conducting risk due diligence of grantees.
- Where required, guide the grantees on the risk identified and proposed mitigations as well as program reporting requirements.
- Advise on regular updates to the policies and procedures manuals of the Program.
- Ensure that KPMG standards are maintained across the Engagement and report on any form of non-compliance.
- Any other duties and responsibilities as may be assigned from time to time.

### Academic/Professional qualifications and Experience:

- Bachelor's degree qualification in any business-related field.
- Knowledge of data protection laws in East Africa.
- Minimum 4 years of experience in a busy legal, compliance or regulatory environment.
- CPA/ ACCA would be an added advantage.

### Technical skills and competencies:

- Strong analytical & problem-solving skills, with the ability to interpret complex legal and risk requirements and apply them to practical business scenarios.
- Good communication skills (written and verbal).
- Ability to organize and prioritize workload to meet deadlines.

- An eye for detail.
- A high standard of integrity.
- A high aptitude for learning and innovation.

### Personal attributes:

- Flexibility – ability to organize and prioritize workload to meet deadlines.
- Self-driven and results-oriented - ability to work with minimum supervision.
- Team player with leadership capability.
- Training/ facilitation skills.
- Diligent and committed to excellence.
- A high standard of integrity.
- Excellent coordination and planning skills.

### We offer:

- An exciting opportunity to work in a Big 4 firm with a presence across East Africa.
- Continuous learning and development.
- Exposure to multi-disciplinary and diverse teams.
- Unrivalled space to grow and be innovative.
- Opportunity to work in a driven and versatile risk management function.

If your career aspirations match this exciting opportunity, please use the link below to apply:

**[Senior Associate – Program Risk & Compliance– Candidate's Summary](#)**. Filling the link is mandatory for consideration alongside your application to [dasrecruit@kpmg.co.ke](mailto:dasrecruit@kpmg.co.ke) quoting 'Program Risk & Compliance – Senior Associate' by 07 June 2024.

Please note that only shortlisted candidates will be contacted.