



**The Microfinance Support Centre Ltd**  
**Plot 32, Nakasero Road, Kampala**  
**P. O. Box 33711 Kampala, Uganda**  
**Tel: 041-4233 665/ 031- 263 779, Fax: 041-4233 673**  
**Email: [msc@msc.co.ug](mailto:msc@msc.co.ug)**

## **ADVERTISEMENT FOR VACANT JOB**

**Position: Risk & Compliance Manager**  
**Reports to: Head Quality Assurance Services**

**Purpose:**

To coordinate the Institutional Risk Management process by identifying key Institutional Risks, putting in place mechanisms to measure all risks, prioritizing tracking the risks, developing risk mitigation measures and monitoring the direction in line with MSC policies and procedures and Institutional mandate.

To ensure compliance with operating procedures, processes, policies and regulations and relevant Laws through championing of best business practices in all business units.

**Key Result Areas:**

- Risk management and compliance report aligned to MSC strategic plan developed
- Develops and maintains processes & systems for corporate governance
- Interprets Company internal policies & procedures to ensure compliance.
- Performs periodic assessments and evaluations of the Company / Dept. / Client compliance

**Key Accountabilities**

**i. Risk Management:**

- Establishes Risk management policies and Guidelines for analysis/assessment/rating, for all Institutional Risks, and ensures the same is implemented.
- Identification, Analysis, measurement, prioritization and development of mitigation/control measures to manage all Key risks in the Institution.
- Retains accountability for managing risk key business processes including lending processes, grants, projects, and operations and identifies areas of potential loss and initiates action to minimize risk exposure.
- Conducts regular reviews of lending limits, lending caps and other risk management areas to ensure compliance;
- Establishes and identifies concentrations of risk and sensitivities to such risks by analysing Data in the MIS so as not to expose the institution to adverse changes or effects in the area in which risks are concentrated.
- Reviews and assesses the risks associated with new products and activities before implementation.
- Coordinate implementation of Board and Management directives on Risk and Compliance Management.

**ii. Compliance:**

- Working with zonal staff and heads of departments to ensure all Business activities follow sound business practices, legislation, regulations, by-laws, policies and procedures
- Develop appropriate compliance monitoring tools to ensure all Business Units adhere to sound business practices, legislation, regulations, by-laws, policies and procedures
- Ensures the application of sound business practices and compliance
- Business operational practices and risk management principles and ensure compliance through un-announced spot checks
- Help zones in on-the-spot fixing of any operational issues identified during field visits.
- Ensure internal controls are effectively working in all Zones and Head Office departments and recommend to management any improvements to the existing internal controls

**Qualifications and experience:**

- Honours degree in any of the following fields; Business Administration, Economics, Statistics or any other related discipline from a recognized university/institution.
- A Master's degree in Economics, Commerce, Microfinance, Business Administration or professional certification such as CPA, CIMA or any other related field from a recognized university/institution are added advantage.
- Knowledge and experience in lending, credit and risk management including pre-loan eligibility requirements, client screening, collateral, product design, loan approval processes, repayment terms and incentives, delinquency and default management
- Experience in setting and implementation of operations, credit and risk management practices, procedures and guidelines
- Computer knowledge of advanced statistical skills, Credit Risk Modelling/ Analysis, Data Mining, and Financial knowledge.
- Knowledge of standard reports required for Credit Business Management, and experience in ensuring data integrity and timely delivery.
- Strong knowledge of the legal and regulatory framework.
- Proficiency in computer application and analysis is a must.
- Six (06) years of progressive working experience in the Risk and Compliance field with at least
- 4 years of related work experience at the middle management level in a busy commercial entity.

**Competencies/Person Specifications:**

- Excellent relationship management with good presentation and communication skills.
- Must be adaptable, innovative, and possess good analytical skills & sound judgment.
- Team player.
- Excellent oral and written communication skills.
- Customer-service oriented.
- Strong interpersonal and relationship-building skills.
- Ability to sell ideas and motivate staff

Candidates with the requisite qualifications should send their application with detailed Curriculum Vitae together with copies of certified academic certificates with at least 3 referees in properly sealed envelopes to the address given below clearly stating the job title applied for on the top right corner to be received not later than **18<sup>th</sup> February 2026**. Shortlisted candidates will be informed of the status of their applications by **4<sup>th</sup> March 2026**.

**Job Applications should be addressed to:**

The Recruitment Specialist  
The Microfinance Support Centre Limited,  
Plot 32, Nakasero Road  
P.O. Box 33711 KAMPALA

MSC is an equal opportunity employer and is open to transparent recruitment processes. Any form of lobbying / canvassing for support will lead to disqualification of the concerned candidate. Submission of falsified academic documents and/or false information regarding their experience and qualifications will lead to automatic disqualification and possible prosecution.

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*X : [@MSCuGanda](https://twitter.com/MSCuGanda)*