

WE'RE HIRING

AMK Microfinance Institution is one of Cambodia's leading microfinance institutions, with coverage all over the country. AMK employs over 3,700 staff serving almost 1,000,000 clients in nearly 13,000 villages across Cambodia, 91% of all villages. We are looking for a talented and committed individual to join our diversified team, and offering attractive career prospects across branches and departments of our business.

A job at AMK is more than just a paycheck - we support our employees in their development and growth and help them explore their unique strengths.

Job Title : IT Assurance and Compliance Officer (01 Post)
Report To : Senior IT Assurance and Compliance Officer
Location : Head Office
Closing Date : March 20, 2023

Job Responsibilities:

- ▶ Assist to assess the existing IT security gaps analyst for complying the regulation and international standard requirement (NBC-TRM, PCI DSS, and regulatory-related).
- ▶ Assist to monitor and update the key risk indicators (KRI) and escalation breaches in triggers or limits.
- ▶ Assist to monitor and update the IT, Digital and Cybersecurity risk-related identification and mitigation action.
- ▶ Assist to maintain supporting program policies, Standard Operation Procedures and best practices.
- ▶ Assist to review the Standard Operation Procedures implementation and practices in order to comply with current IT Policies and SOPs.
- ▶ Assist to review regular IT security reviews, preparing IT assurance and compliance status reports.
- ▶ Assist and conduct the providing users on IT security awareness, creating security documentation for users.
- ▶ Assist to perform Risk assessments on all new IT changes and projects.

Qualification and Experiences:

- ▶ At least Bachelor degree or equivalent on Computer Science or Information Technology
- ▶ Certified in IT Risk and control management
- ▶ 1 years experienced in IT Risk or IT Administrator or IT project management or IT security, and IT Audit
- ▶ Knowledge of IT Risk and Governance is preferred
- ▶ Knowledge of CoBIT, NIST, PCI DSS, and TOGF
- ▶ Experienced in IT Audit, IT Risk management and regulatory of NBC is preferred
- ▶ Ability to work independently or as a team member
- ▶ Honesty and good mindset
- ▶ Good written and spoken English
- ▶ Perform other tasks that can be assigned by direct manager

Benefits

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| <ul style="list-style-type: none">▶ AMK provides a competitive salary package to the employees▶ Salary increment rate every year▶ Khmer new year bonus (100%)▶ Phchum Ben bonus (50%)▶ Retirement bonus (300%)▶ AMK Pension fund (Up to 84%)▶ Retention bonus (Up to 200%)▶ Seniority payment (Backward & Forward)▶ Incentive (no cap base on performance)▶ Uniform allowance▶ Phone allowance | <ul style="list-style-type: none">▶ Moto rental allowance▶ Medical insurance including dependent (100% no limit) plus oversea treatment for staff▶ Accident insurance 24/7days▶ Birth delivery package (up to 2,400,000)▶ Staff loan (lower rate at 2%)▶ Annual leave 18 days per year▶ Paid Sick leave & maternity leave (up to 6 months)▶ Capacity development and opportunity to promote per job requirement▶ Working condition in accordance to the Cambodian Labor Law |
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Interested candidates should apply by sending a CV and a cover letter to: AMK branch and sub-branch offices or Head Office, Building 285, Yothapol Khemarak Phoumin Blvd. (271), Sk. Tomnub Tuek, Kh.Boeng Keng Kang, Phnom Penh,Cambodia or E-mail: job@amkcambodia.com

Attachments:

- A copy of obtained certificates or confirm letter by the University
- A copy of national identification, family book, and certificate of birth
- For additional information, please contact at Tel: (023) 993 062 / (023) 224 763 or visiting website: www.amkcambodia.com
- AMK is an equal opportunity employment. Qualified women and persons with disabilities are encouraged to apply.