



## 1. JOB TITLE: Senior Manager; Sustainability (1 Position(s))

**Job Location :** Head Office

**Job Purpose:**

Responsible for overseeing the continuity of NMB's sustainability strategy by coordinating and supervising sustainability activities across the bank. Additionally, they will act as a liaison for all internal and external stakeholders and will be responsible for ensuring compliance and the development of standards and documentation in collaboration with corporate leaders and in accordance with organizational objectives. They will also create value by sharing their expertise in sustainability and ESG.

**Main Responsibilities:**

- Prepare the bank's Annual Sustainability Report based on prescribed reporting standards.
- Establish a realistic sustainability roadmap and defining clear policies and guidelines to meet the bank's ESG and sustainability objectives.
- Monitor organizational measurement indicators as well as communication efforts and progress to management and the Board.
- Address opportunities across the organization by leading corporate sustainability initiatives and strategies.
- Develop annual and long-term sustainable development goals and setting science-based targets.
- Establish sustainability reporting processes.
- Ensure processes are in place to maintain ESG and Climate risk compliance with all applicable legislation, license conditions, and international environmental standards.
- Engage with the broader sustainability community to build partnerships and share best practices.
- Advising and sharing your expertise with stakeholders across the bank.
- Implement strategic partnerships and programs for the bank to support its Sustainability and Climate ambitions.
- Provide a coordination role in working across all parts of the bank.
- Develop effective relationships with external consultants and solution providers who support in the bank's sustainability agenda.

- Provide timely expert advice to the business including the Audit, Risk Management and Sustainability Committee, the Board, and the Executive Committee on sustainability matters, including leading practice, emerging issues, and benchmarking.

#### **Knowledge and Skills:**

- Deep understanding of the Guidelines on climate related financial risks.
- Financial Reporting in line with TFRS1 and other guiding standards
- Technical knowledge on financial disclosure in line with IFRS Sustainability Disclosure Standards (IFRS S1)
- Technical and proven experience on financial disclosure in line with IFRS S2 on Climate-related risks and opportunities.
- Knowledge of the legal and regulatory framework surrounding sustainability requirements
- Technical knowledge on financial and financial analysis.
- Excellent written skills and effective public speaking
- Reporting skills in line with Tanzania Financial Reporting Standards 1 (TFRS1)
- Excellent interpersonal and stakeholder management skills, with the ability and confidence to communicate, across cultures, and with a variety of organization types.
- The ability to communicate effectively with Management and the Board.
- Ability to work with cross-disciplinary teams.

#### **Qualifications and Experience:**

- Bachelor's degree in Sustainability, Environmental Science, Accounting, Finance, Law, Business Administration, or relevant fields. Master's degree will be an added advantage.
- Technical skills in BI and Dynamics will be an added advantage.
- At least 5 years' experience in sustainability, with a track record of developing and executing successful sustainability strategies and reporting.
- Experience in global environmental standards and frameworks, such as the UN Sustainable Development Goals (UNSDGs), the IFRS - Task Force on Climate-related Financial Disclosures (TCFD).
- Experience with financial reporting and analysis.

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*Female candidates and people living with disabilities are strongly encouraged to apply for this position.*

*NMB Bank Plc does not charge any fee in connection with the application or recruitment process. Should you receive a solicitation for the payment of a fee, please disregard it.*

Only shortlisted candidates will be contacted

**Job opening date :** 01-Jul-2024

**Job closing date :** 15-Jul-2024

## **2. JOB TITLE: Senior; System Change Administrator (1 Position(s))**

**Job Location :** Head Office, Hq

**Job Purpose:**

To lead, coordinate and support change management process within the Bank that meets and exceeds business and customers' expectations.

Enable fast and reliable delivery of change to the business and mitigation of the risk of negatively impacting the stability or integrity of the Technology change environment.

**Main Responsibilities:**

- Develop and drive strategy on system change management within the bank.
- Coordinate and provide subject matter expertise opinion on impacts to business and technology of proposed changes.
- Independently assess potential risks associated with proposed changes and develop strategies to minimize them.
- Obtain authorization for submitted change requests from the respective Change Authority (Change stakeholders).
- Coordinate development of change test scripts, test results, and ensure sign-off is obtained from change stakeholders.
- Coordinate and ensure timely implementation of the requested changes and report any exceptions.
- Conduct change implementation post review to assure successful implementation along with identification of any external impacts or new requirements.

**Knowledge and Skills:**

- Knowledge of bank's products, services and operations
- Strong knowledge of ITIL processes, with experience working with change management, incident management and problem management, ideally in a regulated environment
- Broad experience of IT infrastructure and applications
- Strong planning and organizing skills
- Leadership and time management skills
- Ability to communicate clearly, pleasantly and confidently with change management stakeholders both orally and written.
- Ability to work on own initiative and be self-driven, prioritizing work with minimum supervision and work under pressure.
- Demonstrate strong analytical, problem-solving, coordination, and decision-making abilities.

**Qualifications and Experience:**

- Degree in Computer Science/Computer Engineering
- Project and Change management certifications.
- 3 years of experience in change management or project management.

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### 3. JOB TITLE: Specialist; Cyber Forensics (1 Position(s))

#### **Job Purpose:**

Support the bank in fighting against cyber related fraud and developing a robust fraud management plan aiming at identifying cyber risks and loopholes in bank's system, products and service as well as operating procedures.

Contribute to the implementation, maintenance and enhancement of control frameworks to the entire enterprise with the view of controlling and monitoring cyber related fraud.

#### **Main Responsibilities:**

- Working as part of Investigation team aiming at yielding expertise from digital related investigation and provide technical findings to support comprehensive investigation report.
- Being proactive in exercising cyber control and prevent cyber related risk issues.
- Perform cyber related investigations and advice on improvement of cyber security.
- Ensure appropriate data handling and documentation of digital evidence, in order to maintain data integrity throughout the investigation process.
- Analyze, report and monitor loopholes in the bank's systems with a view of advising appropriate measures to be taken by management.
- Making follow up on matters relating to system and business processes to ensure system shortfalls are timely fixed by responsible units.
- Investigate possible security violations, develop impact analysis and recommendations to address issues.
- Participate in performing security assessments and attestations with the new bank's system and application before launch.
- Fully monitor cyber related fraud incidents and perform root cause analysis to determine trends and pattern of perpetrators.
- Participate in joint venture with internal and external stakeholders to ensure all raised cyber issues are resolved timely and act as liaison officer to Law Enforcement Agencies (such as Police, PCCB and DPP) whenever there is a need of cyber related information.
- Assist with the fraud controls implementation of new business processes and solutions.
- Contribute to the review of fraud risk assessments, scenario analysis and new product or change initiatives.
- Provide relevant fraud trainings to develop and maintain knowledge, skills and capacity.
- Develop close working relationships with business lines and other key groups (including Technology, IT Risk and other FCC teams) to aid the detection, prevention and proactive response to threats.
- Maintain a current understanding of the financial crime compliance policies and procedures, industry best practices, criminal typology and developing trends.

**Knowledge and Skills:**

- Strong understanding of tools, techniques and procedures associated with online account takeover activity, payment card fraud, merchant and point-of-sale compromises, financial malware, crypto currency, social engineering schemes and other cyber related fraud types.
- Strong knowledge of online banking and payment products / services.
- Good understanding and appreciation of financial crime risk management practices and applicable laws and regulations.
- Analytical skills
- Problem solving skills; drive for results.
- Forensics investigation skills.
- Stakeholders management.
- Self-management/ Organizational skills.
- Excellent communication (oral/written), presentation and reporting skills.

**Qualifications and Experience:**

- University Degree in Computer Science, Digital Forensics, Information Technology, or equivalent qualifications.
- Proficiency in Information Technology is a must.
- Professional qualifications in financial crime compliance (e.g. CAMS / CFE) will be an added advantage.
- Minimum 3 years' experience in conducting financial crime related investigations, including frauds.
- Cyber threat and/ or cybersecurity experience.
- Experience in Digital Forensic tools, methodologies and protocols.

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**Job opening date :** 25-Jun-2024

**Job closing date :** 09-Jul-2024

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