

**DATE POSTED:** February 06, 2020  
**CLOSING DATE:** February 21, 2020 - 5:00 P.M.



## Job Announcement

The following Full-time position is available in our organization. Interested applicants who meet the Minimum Qualification Requirements must submit an online application at <https://shorturl.at/hpwBJ> no later than the posted closing date above.

**JOB TITLE:** RISK MANAGEMENT AND COMPLIANCE LEAD  
**DEPARTMENT:** FINANCE  
**LOCATION:** GUAM  
**JOB ROLE/LEVEL:** 2C  
**STARTING SALARY:** \$35,672.00 (negotiable based on experience)  
**FLSA STATUS:** EXEMPT  
**OPENINGS:** 1  
**JOB POSTING #:** CPL-01-2020-01

### *JOB SUMMARY*

This position is responsible for the establishment and implementation of Enterprise Risk Management (ERM) methods and processes to manage risks for the group and to provide strategic direction related to the achievement of company objectives. In order to conduct successful ERM, the Risk Management and Compliance lead conducts risk assessments and utilizes other forms of analysis to determine a response and monitoring strategy for events or circumstances relevant to the organization's key objectives. This position will proactively identify and address risks and opportunities; thereby enabling the group to protect and create value for stakeholders.

### *JOB SPECIFICATIONS*

EDUCATIONAL ATTAINMENT REQUIRED	Bachelor's Degree in Finance required; MBA preferred
MINIMUM EXPERIENCE REQUIRED	<ul style="list-style-type: none"><li>• 3 - 5 Years Risk Management or Internal Audit experience</li><li>• 3 - 5 Years Financial Services Work Experience in Managing and Implementing Enterprise-Wide Projects</li></ul>
KNOWLEDGE REQUIRED	<b>Knowledge &amp; know-how:</b> <ul style="list-style-type: none"><li>• Applied knowledge of operational processes and best practices on internal controls; risk management and assessment</li><li>• Applied knowledge of developing/redesigning processes and measuring effectiveness and efficiency</li><li>• Thorough understanding of the financial</li></ul>

	regulatory environment for the telecommunications industry <ul style="list-style-type: none"> <li>• Process Restructuring</li> </ul> <b>Management and behavior skills:</b> <ul style="list-style-type: none"> <li>• Due Diligence and Operational Risk Management</li> <li>• Multi-Tasking on Projects with Competing Priorities</li> </ul>
SKILLS AND COMPETENCIES REQUIRED	<b>Behavioral</b> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Relationship management</li> <li>• Risk Management</li> <li>• Adapts to changes in the work environment</li> <li>• Manages competing demands</li> </ul> <b>Functional</b> <ul style="list-style-type: none"> <li>• Business acumen</li> <li>• Finance Expertise</li> <li>• Ethical practice</li> <li>• Negotiation</li> <li>• Continuous improvement</li> </ul>
LICENSE/S OR CERTIFICATIONS	N/A

<b>WORKING RELATIONSHIPS</b>	
IMMEDIATE HEAD	CPL PACIFIC FINANCE DIRECTOR
SUBORDINATES	N/A
INTERDEPENDENCIES/COORDINATION	<b>INTERNAL:</b> Leadership team members Department Managers  <b>External:</b> Labor and government divisions Vendors

<b>ACCOUNTABILITIES</b>
<ul style="list-style-type: none"> <li>• Establish and implement the ERM Framework</li> <li>• Provide thought leadership and guidance to business stakeholders during the Risk Assessment Process</li> <li>• Maintain effective communications with superiors, subordinates, and the company</li> <li>• Complete tasks and projects timely</li> <li>• Demonstrate high levels of professionalism</li> <li>• Consistency in reporting and messaging to Management</li> <li>• Training to enhance the risk awareness and culture across the organization</li> </ul>

<b>WORKING CONDITIONS (as applicable)</b>
Work is generally performed within mostly a climate-controlled office environment with occasional travel to sites in neighboring islands. Some exposure to local ambient climate conditions when visiting facilities exposed to outdoor conditions.

## SOCIAL

The job requires a moderate level of interpersonal skills for communicating effectively with internal and external customers, generating commitment and coordination throughout the organization.

### Internal

- CPL ROHQ
- IP&E Holdings
- IT&E

### External Government and Regulatory agencies

- Vendors

## **MAJOR CHALLENGES (2020)**

- Establishment and Implementation of ERM Framework

## **DUTIES AND RESPONSIBILITIES**

<b>FUNCTIONAL AREAS</b>	<b>ACTIVITIES</b>
<b>Risk Management</b>	<ul style="list-style-type: none"><li>• The ERM Lead role is responsible to contribute towards the design, development and implementation of the ERM Framework in order to establish an effective risk based system to identify, measure, monitor, and control enterprise wide risks</li><li>• Responsible for establishing the risk self-assessment process across the organization and initiate, design and implement the automation (where necessary) of the same</li><li>• Provide thought leadership to the first line of defense for risk related matters</li><li>• Identify, assess, monitor, communicate and report on relevant risks</li><li>• Build, maintain and enhance business relations with department and business heads for the smooth implementation of risk management activities across the organization</li><li>• Train employees on the risk management framework and concepts</li><li>• Monitor and analyze risks within the company's business units and report on these risks to the internal and external risk committees and other applicable internal stakeholders</li><li>• Support ERM leadership with the implementation of the Enterprise Risk Management (ERM) Framework and in ensuring the organization's risk management policies and strategies are in compliance with the Group's Business Strategy, Risk Appetite and applicable regulations.</li><li>• Develop, implement, (aligned with Group-wide ERM objectives) and continuously improve robust ERM practices to identify, prioritize, assess, mitigate, monitor and report on risks and opportunities across the enterprise;</li><li>• Develop effective relationships with various levels of management across the company to build and maintain risk management ownership and accountability;</li><li>• Support top-down risk assessments and collaborate with bottoms-up functional risk assessment owners to ensure well-informed enterprise risk assessment results;</li></ul>

	<ul style="list-style-type: none"> <li>• Utilize predictive analytics to analyze risk information from both internal and external data sources to update understanding of risk exposures and trends;</li> <li>• Develop and implement a process to track emerging risks and escalates key risks to executive management as appropriate;</li> <li>• Develop key metrics, in collaboration with risk owners, that are indicators of risk management performance and establish cadence with risk owners to report, review and ensure data quality;</li> <li>• Maintain and update current risk management documentation, including risk taxonomy, risk assessment methodology standards, top risks, risk monitoring reports, business continuity plan, ERM owned internal controls and risk committee charter.</li> </ul>
<p><b>Others</b></p>	<ul style="list-style-type: none"> <li>• Leverage on technology to automate and streamline processes;</li> <li>• Coordinate with other functions (such as Internal Audit, Business Continuity, Network, Insurance, and Security) to understand operating practices and identify potential areas of concern;</li> <li>• Benchmark other technology and non-technology company's ERM programs, leveraging and implementing appropriate best practices;</li> </ul>

**As an Equal Opportunity/Affirmative Action Employer, we afford equal opportunity to all applicants and employees for hire and promotion without regard to race, color, national origin, gender, age, marital status, religion, veteran status, gender identity, sexual orientation, pregnancy or disability or genetic information.**

**CPL Pacific, LLC. is a Drug Free Workplace**