



AFRICAN BANKING CORPORATION LIMITED

ABC Bank is a leading commercial bank that has been in existence for the last 38 years. The Bank is seeking to recruit a dynamic, creative, self-driven and highly motivated experienced professional for the below position.

SECURITY OFFICER

Reporting to the Senior Manager – Security department, the Incumbent will assist the Security Department carry out internal investigations on behalf of the management in all matters appertaining to security.

The incumbent will perform the amongst others the below responsibilities;

- Assist monitoring formulated security policies and procedures to act as a guide to the Bank Staff
- Champion and assist the Senior Manager - Security department to develop and review the Bank's security manuals to ensure they remain relevant to the security needs of the Bank and to act as a guide to staff in their day-to-day operations.
- Monitoring the security management plan and ensuring that all business development and branch network growth incorporates appropriate security arrangements and are consistent with CBK rules.
- Advise the Bank's top management on security and appropriate implementation of the approved security policies and procedures through the Senior Manager – Security department.
- Provide proper and continuous liaison between the Bank and all external security agencies.
- In conjunction with logistics & Support department liaise with contracted security firm(s) to ensure that they discharge their security obligations appropriately and in accordance with specific contract(s).
- In consultation with the various Heads of Branches, Monitor all security installations in the Bank to ensure their effectiveness and efficiency and maintain logs of system healthy and faults.
- Assist Senior Manager – Security department in conjunction with the Human Resources Department and various Unit heads, organize training sessions to raise levels of security and fraud awareness among all members of staff.
- Where necessary, assist the Human resource Department in undertaking further vetting of prospective, new and existing Bank staff.
- Monitoring the security trends both internally and externally to ensure the Bank's security is not compromised and report to Senior Manager – Security department.
- Update the security and fraud incident logs
- Keep abreast to ensure that the department is compliant and the departments unit operations risk manager raise business exposures through the Senior Manager – Security department.

Minimum Qualifications, Knowledge and Experience

- University Degree preferably in social sciences from a recognized institution.
- Certification in forensic investigations is an added advantage.
- More than 5 years experience in Security and at least 3 years in Banking Industry
- Training in security related fields, forensic investigations, in a Police or Military academy.
- Knowledge in laws and regulations affecting the banking and financial industry
- General and Fraud Investigation skills, Knowledge in criminal & Commercial Law

- Security product knowledge and Disaster handling and Security Management operation skills
- General knowledge in Banking and core Banking system
- Knowledge in Policy, procedure development and operationalization
- Report writing and general communication skills
- Membership in Association of certified Fraud Examiner (ACFE) is an added advantage

If you believe you meet the above requirements, send your applications to the following address: **recruitment@abcthebank.com** on or before **10th March 2023**. Please put the position applied for as the subject of the email.

- ***Only short-listed candidates will be contacted. Canvassing will lead to automatic disqualification***