

VACANCY: MANAGER RISK & COMPLIANCE



Tropik Wood Industries Limited (TWIL), a subsidiary of the Pine Group of Companies, owns and operates the largest sawmill, Fiji's only chip mill and is also an independent power producer, selling electricity into the national grid.

We are seeking to recruit an experienced, highly motivated, determined and reliable person for the role of Manager Risk & Compliance. This position reports to the Board's Audit and Risk sub-committee.

Responsibilities

This will involve:

- Performing risk assessments and establishing Company's risk tolerance and risk register;
- Reviewing of the current compliance policies and procedures to identify areas of improvement;
- Drafting new and update existing internal risk and compliance policies so that they match industry standards;
- Conducting site inspection with OHS and Operational Risk Officers, ensuring compliance procedures are followed across the organization;
- Working closely with Management to identify, assess, monitor and develop mitigation plans for individual risks and update the Risk Register for periodic reporting;
- Working with Project Manager in developing risk profiles for relevant projects;
- Establishing relationships with important external bodies and stay up-to-date on the changes in industry requirements and all relevant regulations;
- Organizing workshops and training sessions to educate and update employees on the organization's compliance policies, regulations, and processes;
- Preparing risk management reports for Management and Company Board based on internal reviews and advise on risk mitigation measures and implementation of adequate compliance programs;
- Resolving issues regarding legal risk compliances;
- Sourcing, managing, and updating risk management software;
- Maintaining comprehensive record keeping applicable to risk and compliance matters.

Qualification & Experience

- Bachelor's Degree in Commerce, Business Management, Audit, Law, or a related field;
- At least 5 years of Management experience in Risk Management, Compliance, or similar areas;
- In-depth understanding of the relevant Law and Regulations relating to the industry;
- Excellent problem-solving skills and attention to detail;
- Exceptional interpersonal and communication skills;
- Personnel and project management skills;
- Expert-level knowledge of sector technology and processes;
- Strategic thinking;
- Leadership, teambuilding, and mentoring skills;

- Strong communication, interpersonal, and conflict resolution skills;
- Critical thinking and problem-solving skills;
- Attention to detail;
- Organizational, planning, and documentation skills;
- Ability to work on multiple projects in various stages simultaneously.

Excellent communication skills combined with the ability to work in a challenging environment is essential.

Applicants should write in by Friday, 19th April, 2024, with a comprehensive resume to the following link <https://www.tropik.com.fj/careers/>

Or hand delivered to the address below:

Vacancy - Manager Risk & Compliance

Human Resources Department
Tropik Wood Industries Limited
Private Mail Bag
Drasa
Lautoka

Only shortlisted applicants will be contacted