

## Job Description

POSITION DETAILS			
Functional Designation	Head - Operational Risk	Department	Risk
Sub Department	Operational Risk	HR Grade	Senior Vice President
Location	Corporate Office	Reporting Manager	
<b>Job Purpose</b>			
<p>The job purpose of a Head of Operational Risk in a Non-Banking Financial Company (NBFC) typically revolves around ensuring the identification, assessment, and mitigation of operational risks within the organization. This includes developing and implementing strategies to manage risks related to internal processes, systems, and human factors. The role involves overseeing the assessment of operational risks across various departments, creating risk management frameworks, and ensuring compliance with regulatory standards. Additionally, the Head of Operational Risk collaborates with other departments to establish effective risk mitigation measures and fosters a culture of risk awareness and compliance within the organization.</p>			
<b>Principal Accountabilities</b>			
<ol style="list-style-type: none"><li>1. Operational Risk Management: Develop, implement, and oversee a comprehensive operational risk management framework for the NBFC, ensuring compliance with regulatory requirements and best practices.</li><li>2. Risk Assessment: Identify, assess, and prioritize operational risks across various business functions, including lending, back-office operations, IT systems, and compliance.</li><li>3. Risk Mitigation: Develop strategies and action plans to mitigate operational risks, including process improvements, internal controls, and risk reduction measures.</li><li>4. Incident Management: Establish and manage an incident response system to address and resolve operational incidents, breaches, or disruptions promptly.</li><li>5. Key Risk Indicators (KRIs): Define and monitor key risk indicators to provide early warning signals and ensure timely response to emerging operational risks.</li><li>6. Compliance and Regulation: Stay updated on relevant laws and regulations, ensuring the NBFC's operational activities remain in compliance. Interface with regulatory authorities as necessary.</li><li>7. Operational Controls: Implement and monitor controls and procedures to enhance operational efficiency, reduce risk, and ensure adherence to operational standards.</li><li>8. Reporting: Generate and present regular operational risk reports to senior management, highlighting areas of concern, trends, and recommended actions.</li><li>9. Team Management: Lead and manage a team of risk analysts, compliance officers, and operational risk professionals, providing guidance, training, and support.</li></ol>			
<b>Desired Profile</b>			
<ol style="list-style-type: none"><li>1. Bachelor's or Master's degree in finance, risk management, business, or a related field.</li><li>2. Extensive experience in operational risk management, preferably in the financial services industry with a focus on NBFCs.</li></ol>			

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3. In-depth knowledge of operational risk frameworks, methodologies, and best practices.
4. Strong analytical and problem-solving skills.
5. Effective communication and presentation abilities.
6. Leadership and team management experience.
7. Familiarity with relevant financial regulations and compliance requirements.
8. Certification in risk management (e.g., FRM - Financial Risk Manager) is often preferred.
9. Proactive and forward-thinking approach to identifying and mitigating operational risks.
10. Ability to work collaboratively with cross-functional teams and departments.