

We are looking for suitable and qualified candidate for the following position:

ASSISTANT MANAGER, RISK & COMPLIANCE

Assist in planning, managing and coordinating all audit, risks and compliance activities in both the clinical and non-clinical areas, through proper controls and compliance to industry, accreditation and statutory standards.

Responsibilities

- Reports to the Senior Manager, Risk & Compliance Department.
- Carry out internal audit works based on approved audit plan for IJN.
- To identify, measure, analyze and monitor the clinical and non-clinical activities to ensure compliance and that key risks are being effectively managed.
- Develop audit programmes and execute risk-based audit to review and identify financial & clinical operations risks and new areas requiring audit programmes as well as oversee the development of new audit programmes and procedures plus maintaining robust systems.
- Provide internal control assurance by conducting reviews on the effectiveness of internal controls and compliance to policies & procedures and consulting services to add value and improve operations.
- Deliver practical, cost effective and value-added recommendations pertaining to internal controls, governance or risk management framework.
- To advise and ensure that IJN is adequately insured against any major risks.
- Manage and monitor all operating licenses and matter related thereto.
- To conduct other assignments on ad-hoc basis as and when required.

Requirements

- Possess a Bachelor and/or Master/Degree in Business Administration/Accounting / Finance / Economics or any other related discipline from recognized University.
- Minimum 6 years relevant working preferably with 3-4 years' experience in the healthcare industry.
- Knowledge of risk management and corporate governance will be an added advantage.
- High integrity with strong analytical skills, result oriented, process-driven, self-starter with the ability to multi-task and work both independently and as a team member.
- Good interpersonal skills, able to work in challenging environment and build good working relationships with business partners.
- Good report-writing, communication and presentation skills.
- Proficient in both oral and written Bahasa Malaysia and English.

Recruitment Unit
Human Capital & Organizational Development
Institut Jantung Negara
145 Jalan Tun Razak
50400 Kuala Lumpur, MALAYSIA

✉: hrd@ijn.com.my 🌐: www.ijn.com.my ☎: 03-2617 8200



: Career in Institut Jantung Negara

Note: All unsuccessful applications shall not be retained in our database. Only SHORTLISTED candidates will be contacted.