

Assistant Director Deposit Insurance and Bank Surveillance

Gross salary: Consolidated (KDIC Scale 4)

Leave allowance: As per KDIC approved rate

Annual Leave: 30 working days per financial year

Medical Cover: As provided in the KDIC Medical Scheme

Terms of Service: Permanent and Pensionable

a) Duties and responsibilities will entail:

- i. Coordinate development, implementation and review of policies, strategies, guidelines and procedures in the provision of a Deposit Insurance System for all commercial and microfinance banks licensed by Central Bank of Kenya;
- ii. Coordinate development, implementation and review of policies, strategies, guidelines and procedures for management and application of the Deposit Insurance Fund in order to promote public confidence in the financial sector;
- iii. Coordinate development, implementation and review of strategies, guidelines and procedures for undertaking Surveillance of all Banks for determination of potential exposure to the deposit insurance scheme;
- iv. Coordinate the development, implementation and review of policies, strategies, procedures and guidelines for Resolution Planning of commercial and microfinance banks licensed and regulated by the Central Bank of Kenya and related parties, to mitigate exposure to deposit insurance fund;
- v. Coordinate development, implementation and review of strategies to leverage innovation, technology and business process re-engineering in the department to enhance service delivery to stakeholders and address emerging global trends in Deposit Insurance Systems;
- vi. Development, implementation and review of policies, strategies, guidelines and methodologies for stress testing Deposit Insurance Fund viability and resilience against banking system risks, and articulate strategies for mitigating Fund exposure;
- vii. Coordinate development and implementation of bank risk management and surveillance framework to enhance financial soundness and proactive risk management in the banking institutions to protect depositors;

- viii. Coordinate the development, implementation and review of a framework for data and information sharing, and collaboration agreements by financial safety-net players, and strategic and development partners to foster financial stability in the country;
- ix. Supervise, coach, mentor, train and develop all staff supervised to ensure an efficient and motivated team in the Department;
- x. Coordinate harnessing, conservation, and dissemination of knowledge and information on Deposit Insurance and prompt resolution;
- xi. Implement policies and strategies for deposit insurance to ensure timely payment of protected deposits and increase the value of deposits covered in the deposit insurance system;
- xii. Implement policies and strategies for the provision of incentives to commercial and microfinance banks licensed and regulated by Central Bank of Kenya to practice sound Risk Management;
- xiii. Implement and review policies, strategies, guidelines and procedures for effective premium assessment in line with Corporation's mandate;
- xiv. Coordinate implementation and review of policies, strategies, guidelines and procedures for management and application of the Deposit Insurance Fund in order to promote public confidence in the financial sector;
- xv. Develop, implement and review of policies, strategies, guidelines and procedures to define the level and scope of deposit insurance coverage in line with international best practices;
- xvi. Develop, implement and review policies, strategies, guidelines and procedures to determine the optimal Target Fund size and time frame to achieve the Fund size to meet the Corporation's mandate
- xvii. Implement policies, strategies procedures and guidelines for financial crisis preparedness and management for commercial and microfinance banks licensed and regulated by the Central Bank of Kenya and financial sector regulators, in the country;
- xviii. Implement training and capacity-building programs on crisis preparedness and management for the Corporation, financial sector regulators and regional agencies;
- xix. Implementation of policies, strategies, procedures and guidelines for Resolution Planning of commercial and microfinance banks licensed and regulated by the Central Bank of Kenya and related parties in the country to foster financial stability;

- xx. Implement strategies to leverage innovation, technology and business process re-engineering in the department to enhance service delivery to stakeholders and address emerging global trends in Deposit Insurance Systems;
- xxi. Coordinate development, implementation and review of the Department's strategic objectives;
- xxii. Coordinate development, implementation and review of policies, procedures and strategies for dispute resolution to protect the interests and reputation of the Corporation in the execution of the deposit insurance mandate;
- xxiii. Establish and strengthen effective collaborations and partnerships with commercial and microfinance banks licensed and regulated by the Central Bank of Kenya, financial safety-net players (The National Treasury, Central Bank of Kenya and other financial sector regulators), strategic and development partners, Government agencies, private sector and any other relevant stakeholders aimed towards adoption of best practices and the attainment of the Corporations' mandate of deposit insurance and prompt resolution;
- xxiv. Implement policies, strategies, guidelines and procedures for the identification of emerging global trends and risks, and offer strategic direction on deposit insurance in the country and regional agencies;
- xxv. Implement and review performance management systems to monitor, evaluate, report and reward performance in line with agreed performance targets and service standards of the Department;
- xxvi. Coordinate the development, implementation, monitoring and review of the Department's annual budgets, annual work plan, annual procurement and disposal plan, annual performance contract and the Department's periodic reports;
- xxvii. Coordinate development, implementation and review of the Department's citizen service delivery charter to enhance accountability and transparency in service delivery to stakeholders;
- xxviii. Coordinate development and implementation of corruption prevention and mitigation strategies in the Department;
- xxix. Draft policy proposals on all matters related to Deposit Insurance and resolution of troubled banks to inform advise to Government as appropriate;
- xxx. Implement Board resolutions and decisions relating to the department;

- xxxi. Respond to, and implement internal and external audit recommendations for the Department;
- xxxii. Provide regular reports and updates to Deputy Director on matters related to the Department;
- xxxiii. Appraise the performance of direct reports in the Department;
- xxxiv. Draft position papers on the Corporation's mandate for the Financial Sector Regulators' Forum, Financial Sector Crisis Management Committee and other relevant forums;
- xxxv. Coordinate change management and business process re-engineering programs in the Department;
- xxxvi. Coordinate the development, implementation, review and enforcement of effective internal monitoring and control systems to support the Department's operations;
- xxxvii. Implement public awareness, stakeholder management/engagement and financial literacy education initiatives to enhance the achievement of the Corporation Mandate.
- xxxviii. Coordinate formulation, implementation, monitoring, and review of the enterprise risk management policy and framework to ensure the Department has a robust system and processes of accountability, risk management, compliance and business continuity;
- xxxix. Coordinate resolution of public complaints and processing of requests for access to information from the Department, to enhance public confidence in relation to the Corporation's mandate.
- xl. Coordinate the development, implementation, monitoring and review of Quality Management Systems, Information Security Management Systems, and other ISO Standards for process improvement and enhanced service delivery in the Department;
- xli. Implement principles of Corporate Governance, relevant national policies, guidelines and directives in the Department;

b) Requirements for Appointment;

- i. At least eight (8) years relevant work experience, five (5) years of which must have been in a managerial role;
- ii. Bachelor's Degree in Commerce, Finance, Economics, Actuarial Science, Business Information Technology, Business Management, Business Administration or equivalent from a recognized institution;

- iii. Masters' degree in the same fields will be added advantage.
- iv. Professional qualification in accounting, risk management, actuarial science, financial analysis, or fraud examination is added advantage
- v. Management course from a recognized institution is added advantage;
- vi. Proficiency in computer applications;
- vii. Professional membership in either the Institute of Certified Public Accountant of Kenya (ICPAK), Global Association of Risk Professionals (GARP), Institute of Certified Investment and Financial Analysts (ICIFA), Institute of Risk Management (IRM), Chartered Financial Analysts (CFA), Association of Certified Fraud Examiners (ACFE), Professional Risk Managers' International Association (PRMIA), Institute of Internal Auditors (IIA), Information Systems Audit and Control Association (ISACA), CRM or Actuarial Society;
- viii. Professional qualification in accountancy, risk management, financial analysis, fraud examination, internal audit, information technology or actuarial science