

## Assistant Director Investigations

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. Undertake activities outlined in the directorate's strategies to pursue parties that are identified as culpable for the failure of the banks;
- ii. Coordinate allocated investigations assignments to ensure that insiders, related parties and professional service providers acting for the failed bank are appropriately investigated for wrongdoing and for possible culpability in a bank failure;
- iii. Implement agreed action plans as outlined in the Corporation's asset tracing strategies to ensure traced assets for banks in receivership and Institutions under liquidation are properly preserved and protected from loss;
- iv. Review Investigation reports to ensure as culpable parties for bank failures are subjected to sanctions and/or redress;
- v. Implement agreed action plans to pursue professional disciplinary measures, criminal proceedings and civil proceedings for damages against directors, professional service providers and other insiders in a failed bank to aid recoveries for the benefit of depositors and creditors;
- vi. Provide logistical support to ensure safety of physical assets of banks in receivership and Institutions under liquidation;
- vii. Compile and Consolidate reports for investigations carried out to establish economic worth of debtors for banks in receivership and institutions under liquidation to aid in timely collection debts for the benefit of depositors and creditors;
- viii. Coordinate engagements with other investigative arms of the government, security agencies and other relevant stakeholders in order to achieve the Corporations' Strategic objectives of efficient and effective receivership and liquidation;

- ix. Review the quality of the evidence collected for the assigned civil suit cases for comprehensiveness to support court claims;
- x. Provide logistical support to security agencies & services providers engaged during takeover of assets and liabilities of a distressed bank placed in receivership;
- xi. Consolidate and compile Financial Investigation reports submitted to ensure completeness and aid in debts collection for banks in receivership and Institutions under liquidation;
- xii. Undertake assigned activities to ensure timely of collection of witness statements for key court matters for banks in receivership and institutions under liquidation to facilitate recoveries for the benefit of depositors and creditors;
- xiii. Compile and consolidate of asset tracing investigations reports to facilitate timely preservation and minimize the risk of loss for the benefit of depositors and creditors of the respective bank in receivership and institutions under liquidation;
- xiv. Attend court cases and give testimonies for the assigned cases arising from the Investigations undertaken by the unit;
- xv. Consolidate and compile information required by other government agencies in carrying out investigations and security operations to secure assets of banks in receivership and Institutions under liquidation;
- xvi. Compile and Consolidate investigations reports required to support Alternative Dispute Resolution initiatives to enhance loan collection, ensure effective and efficient receivership process and fast-track liquidation process for the benefit of depositors and creditors of banks in receivership and institutions under liquidation;
- xvii. Consolidate information required to resolve public complaints and processing of requests for access to information to enhance public confidence in relation to the receivership and liquidation processes
- xviii. Generate information required to provide updates on implementation of Board resolutions and audit recommendations for the unit;
- xix. Provide information to facilitate preparation and review of the unit's annual work plan and annual performance contract in line with the directorate's objectives

**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 any of the following disciplines: Criminology, Law, Political Science, Social Sciences or equivalent qualifications from recognized institutions;
- iii. Masters' degree in the same fields will be added advantage.
- iv. Management course from a recognized institution is added advantage.
- v. Certification in fraud examination or any other equivalent professional qualification;
- vi. Fulfilling the requirements of Chapter 6 of the Constitution of Kenya 2010