



The Institute of Internal Auditors

Malaysia

(309740-D)

Job Title: Assistant Manager or Manager of Risk, Integrity, and Compliance

Location: IIAM HQ

Department: Risk & Compliance, Corporate Service

Reports To: Executive Director

Position Type: Full-time

Job Summary:

The Manager of Risk, Integrity, and Compliance ensures that the organization effectively identifies and manages risks, maintains regulatory compliance, and upholds high standards of ethical conduct. This role supports risk management strategies, sustainability initiatives, compliance efforts, and integrity initiatives to uphold the organisation's governance requirements.

Key Responsibilities:

- **Risk Management:** Work closely with the management to identify, assess, and mitigate business risks; implement and monitor risk management policies, review and updating of risk registers on a periodic basis.
- **Compliance Oversight:** Ensure adherence to legal, regulatory, and internal standards; manage compliance audits and reviews.
- **Integrity & Ethics:** Promote ethical conduct, develop integrity programs, and handle ethics investigations.
- **Reporting:** Prepare and present risk, sustainability and compliance reports to Executive Director, EXCO, ARMC & Board.
- **Internal Audit –** Collaborate with management to address audit findings and implement corrective actions to effectively close identified gaps resulting from internal audit reviews.
- **Training:** Deliver training on risk, compliance, sustainability and ethical standards to employees.
- **Continuous Improvement:** Evaluate and improve risk and compliance programs.

Qualifications:

- **Education:** Bachelor's degree in Business, Risk Management, Law, or related field (Master's or certifications like CRMP, CCEP, CRMA preferred).



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- **Experience:** At least 5 years in risk, compliance, or integrity roles.
- **Skills:** Strong analytical, communication, and leadership skills; knowledge of relevant laws and regulations; ability to manage multiple projects.

Work Environment:

Flexible Working Arrangements (FWA)