

**VACANCY ANNOUNCEMENT**  
**Internal and External**

**Job title** : IT Control Officer  
**Department** : Internal Control and Compliance  
**Reporting Line** : Head, Internal Control  
**N° of positions** : 01  
**Contract Type** : Permanent  
**Location** : Douala

**Job purpose** :

Assist in the implementation of the Internal Control's mandate to review and assess the Bank's controls on its information systems

**Key Accountabilities:**

- Assist in the development and revision/update of the annual Internal Control strategy and work plan in conjunction with the Head, Internal Control
- Participate in the process of reviews/redesigns as well as systems upgrade/implementation efforts to ensure that appropriate systems controls considerations are effectively taken on board and implemented
- Monitor adequacy of security and control built into the Bank's IT architecture
- Perform other duties as assigned by the Head, Internal Control
- Render technical support to other departments if need be

**Qualification required:**

Minimum education level: Bachelor's degree in Computer Science/Engineering and relevant professional certification eg. CISA, ACA, CISSP etc.

**Experience required:**

Minimum experience: 2 years relevant banking experience; minimum of 3 years non-banking but related

## Key Competencies:

### Knowledge

- Structured Query Language (SQL Navigator)
- Audit Command Language (ACL)
- Windows and Unix operating systems
- Business Objects(BO)
- FTP-file transfer protocol
- Microsoft Office tools

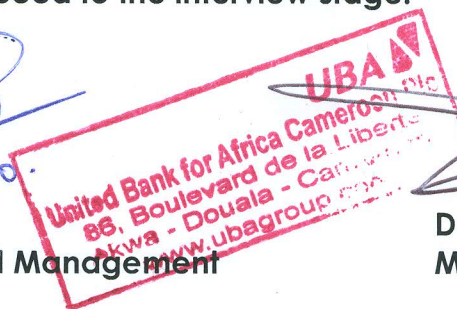
### Skills/Competencies/Aptitudes

- Interpersonal Skills
- Communication Skills (written and oral)
- IT proficiency
- Integrity
- Good Investigative skills
- Analytical

## Application submission

Candidates should send their resume and motivation letter to [reine.epassy@ubagroup.com](mailto:reine.epassy@ubagroup.com), with the heading "IT Control Officer" by **Tuesday 27<sup>th</sup> March, 2018 at 5.00pm latest. Only shortlisted candidates will be contacted to proceed to the interview stage.**

  
**Claude B. Onguene**  
Head Human Capital Management



  
**Dominique MAHEND**  
Managing Director/CEO

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