



CAREER OPORTUNITIES AT EQUITY BANK.

Equity Bank is one of the region's leading Banks whose purpose is to transform the lives and livelihoods of the people of Africa socially and economically by availing them modern, inclusive financial services that maximize their opportunities. With a strong footprint in Rwanda, Kenya, Uganda, Tanzania, DRC and South Sudan, Equity Bank is home to more than 20 million customers – the largest customer base in Africa. Currently Equity Bank Rwanda is seeking additional talent to serve in the role of **IT Governance Officer**.

IT GOVERNANCE OFFICER

Job Purpose

The IT Governance Officer is responsible for developing, implementing, and overseeing the bank's IT governance framework to ensure that information technology strategies, policies, and operations align with business objectives, regulatory requirements, and industry best practices. This role serves as the central point of accountability for IT risk management, compliance, policy administration, and performance reporting. The IT Governance Officer works closely with senior management, IT teams, internal audit, and external regulators to foster a culture of responsible and controlled IT service delivery.

Key Responsibilities and Accountabilities

1. IT Governance Framework Development and Management:

- Design, implement, and continuously improve the bank's IT governance framework in alignment with recognized standards such as COBIT, ITIL, and ISO/IEC 27001.
- Develop and maintain IT governance policies, procedures, standards, and guidelines to ensure consistent and controlled IT operations across the organization.
- Establish governance structures including IT steering committees, governance boards, and review mechanisms to oversee IT decision-making and accountability.
- Ensure IT strategies and investment decisions are aligned with the bank's overall business goals and long-term strategic plan.

2. IT Risk Management and Compliance:

- Lead the identification, assessment, and monitoring of IT-related risks, and maintain an up-to-date IT risk register in accordance with the bank's enterprise risk management framework.



- Ensure IT operations comply with applicable regulatory requirements, including Central Bank directives, PCI DSS, ISO 27001, GDPR, and other relevant standards.
- Coordinate and facilitate IT-related internal and external audits, regulatory inspections, and compliance assessments, ensuring timely and accurate responses to findings.
- Monitor the implementation of audit recommendations and regulatory directives, tracking remediation progress and reporting status to senior management.
- Conduct regular IT compliance reviews and gap analyses to proactively identify areas of non-compliance and implement corrective actions.

3. IT Policy and Standards Administration:

- Develop, review, and maintain all IT-related policies, procedures, and standards, ensuring they remain current, relevant, and aligned with regulatory and business requirements.
- Drive the periodic review and update cycle for IT policies, facilitating approval through appropriate governance channels.
- Monitor adherence to IT policies and standards, reporting exceptions and non-compliance incidents to relevant stakeholders.

4. IT Performance Monitoring and Reporting:

- Define, implement, and monitor key performance indicators (KPIs) and key risk indicators (KRIs) for IT operations to measure performance against established targets.
- Prepare and present regular IT governance reports and dashboards for senior management, the Board, and relevant committees, providing insights into IT performance, risk posture, and compliance status.
- Conduct IT maturity assessments and benchmarking exercises to evaluate the effectiveness of the IT governance framework and identify improvement opportunities.

5. IT Asset and Vendor Governance:

- Oversee the IT asset lifecycle management process, ensuring proper acquisition, utilization, maintenance, and disposal of IT assets in line with policy and regulatory requirements.
- Support the governance of third-party IT vendors and service providers, including contract reviews, SLA monitoring, and periodic vendor risk assessments.
- Ensure IT procurement decisions adhere to the bank's procurement policies, approval frameworks, and value-for-money principles.



6. Information Security Governance:

- Collaborate with the IT Security team to ensure that information security policies, controls, and practices are embedded within the overall IT governance framework.
- Participate in the review and approval of security incident response plans and business continuity procedures from a governance perspective.

7. Stakeholder Engagement and Advisory:

- Act as a trusted advisor to senior management, IT leadership, and business units on IT governance, risk, and compliance matters.
- Facilitate training and awareness programs to promote understanding of IT governance principles, policies, and responsibilities across the organization.
- Liaise with regulatory bodies, external auditors, and industry peers to stay abreast of emerging regulatory requirements and governance best practices.
- Support the IT department in embedding governance considerations into project planning, change management, and service delivery processes.

8. Documentation and Records Management:

- Maintain a comprehensive repository of IT governance documentation, including policies, risk registers, audit logs, compliance records, and committee minutes.
- Ensure all governance-related records are maintained accurately and are readily accessible for internal reviews, audits, and regulatory inspections.
- Produce high-quality governance reports, briefing papers, and presentations for Board-level and executive audiences.
- Maintain version control and change history for all governance documents to ensure traceability and accountability.

Qualification, Experience, Skills, and Attributes

Education:

- Bachelor's degree in computer science, Information Technology, Information Management, or a related field.
- A postgraduate qualification in IT Governance, Risk Management, or a related discipline is an added advantage.

**Experience:**

- Minimum of 5 years of experience in IT governance, IT risk management, or IT compliance preferably within the banking or financial services sector.
- Demonstrated experience in developing and implementing IT governance frameworks (e.g., COBIT, ITIL, ISO 38500).
- Proven experience working with internal and external auditors, as well as regulatory bodies, in an IT governance or compliance capacity.

Certifications (Preferred):

- ITIL Foundation Certification or higher
- ISO/IEC 27001 Lead Implementer or Lead Auditor
- Certified Information Systems Auditor (CISA) — ISACA

Technical Skills:

- Strong knowledge of IT governance frameworks and standards including COBIT, ITIL, ISO 38500, ISO/IEC 27001, and NIST.
- Understanding of banking regulatory requirements and technology-related compliance obligations (e.g., PCI DSS, GDPR, Central Bank IT regulations).
- Working knowledge of IT project management methodologies (e.g., PRINCE2, PMP) and their governance implications.
- Ability to develop and present executive-level reports, dashboards, and governance documentation.

Soft Skills:

- Exceptional analytical, critical thinking, and problem-solving abilities.
- Strong written and verbal communication skills, with the ability to articulate complex governance and risk concepts to diverse audiences.
- High level of integrity, professionalism, and attention to detail.
- Ability to influence and engage stakeholders at all levels, including senior executives and Board members.
- Strong organizational and time management skills, with the ability to manage multiple priorities simultaneously in a fast-paced environment.



If you meet the above requirements, submit your application quoting the job opportunity you are applying for as subject of your email through the link below by **27th April 2026**. Please include detailed Curriculum Vitae (in Word version or Pdf version not Pdf image), copies of the relevant certificates, testimonials, and daytime telephone contact and email address. **Only short-listed candidates will be contacted.**

Email to:

https://equitybank.taleo.net/careersection/int_new/jobsearch.ftl?ftlcompclass=LoginComponent&lang=en

Equity Bank is an equal opportunity employer. We value the diversity of individuals, ideas, perspectives, insights, values and what they bring to the workplace.