



## **JOB TITLE: Privacy Specialist**

Dar Es Salaam, Tanzania, United Republic of

Requisition ID: **282830**

### **Role Purpose and Key Responsibilities**

#### **Role purpose:**

Privacy Specialist is responsible for providing day to day effective implementation of Privacy Policy Controls in the company and its subsidiaries.

#### **Key Responsibilities:**

- Ensure completion of Privacy Impact Assessment (PIA) across all products, services, and operations development processes across the business before launch.
- Assessments & re-assessments of existing high, medium & low risk products and processes from time to time
- Implementation of Security and Privacy by Design and Assurance (SPDA)
- Prepare and submit cross-border data transfer permit applications to the Personal Data Protection Commission (PDPC), including all required documentation.
- Maintain a tracker for PIAs, DPIAs, and transfer applications, including completion status and risk assessments.
- Keep track, ensure, and maintain the status of implementation of all privacy controls required under the Privacy Management Policy.
- Ensure all ad-hoc data for analytics and testing requests from the business are channelled to Privacy team for assessments (PIA) and approval.

- Ensure Implementation of Personal Data Processing Register (PDPR)
- Ensure timely response to operational privacy related queries and communications received across the business both internal and external.
- Carrying out any other duties as may be assigned by the Company.

**Qualification, Core competencies, Knowledge and Working experience.**

- Bachelor of Science Degree in Telecommunications, Information/Cyber Security/ Information technology /Computer Science.
- Degree or Diploma in law will be added advantage.
- Outstanding ability to apply knowledge of Information Technology
- High level of computer literacy exceptionally conversant with Word and Excel
- Excellent interpersonal skills and customer and business-oriented approach
- Strong communication skills, fluency in English and Kiswahili and ability to interact with other team members.
- Knowledge of common technology management / compliance frameworks such as ISO/IEC 27001, SOC 2, SOX, ITIL, COBIT, King IV and NIST.
- Experience in working on complex technical projects will an added advantage.
- A reputation for self-motivation, integrity, cultural sensitivity, and strong interpersonal skills
- Ability to communicate complex technical information to non-technical business units.

**APPLY HERE**