

KOMATSU

Komatsu Pakistan Soft

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Position Title Governance, Risk, Compliance (GRC) Lead

Why should you join Komatsu Pakistan Soft?

Komatsu Pakistan Soft is a fully owned subsidiary of Komatsu Limited Japan, and we are a part of Komatsu Group of Companies. Komatsu Pakistan Soft (Pvt.) Limited is into operation since 1999. We excel in providing enterprise software application solutions, IT consultancy and outsourcing services. Our vision, utter commitment, sheer dedication, unmatched teamwork and customer-centric approach have helped us evolve into a forerunner of innovation and ingenuity within Komatsu group as well as across the global IT industry.

Industry	Information Technology
Employment Type	This is a full-time, on-site contractual role for a period of one year, 5 days a week
Job Level	This is a Senior-Level role requiring at least 5 years of relevant professional experience
Education	Bachelor's degree in Computer Science, Software Engineering, Information Technology, Engineering, Business Administration, Law, Risk Management, or a related field. A relevant master's degree or postgraduate qualification is preferred.
Location	G-8, Islamabad

About Your Role:

GRC Lead provides leadership and a single point of accountability for governance, risk, compliance, certification, and continual improvement across management systems. The role maintains an integrated framework covering ISO 9001, ISO/IEC 27001, ISO/IEC 27701, ISO/IEC 42001, and other approved legal, regulatory, contractual, client, or compliance requirements.

Your Impactful Goals Will Include:

- Maintain an effective governance framework with clear roles, responsibilities, decision authority, reporting lines, and escalation routes.
- Maintain an integrated management system for QMS, ISMS, PIMS, AIMS, and other adopted management systems.
- Maintain the risk management methodology and organizational risk registers, including risk ownership, treatment plans, and target dates.

- Maintain and monitor the register of legal, regulatory, contractual, client, and internal compliance obligations.
- Oversee document control, controlled-document and record registers, retention requirements, and management-system change impacts.
- Plan and deliver a risk-based quarterly and annual audit programme using competent, impartial auditors and objective evidence.
- Coordinate certification, surveillance, recertification, transition, client, and other external assurance audits.
- Oversee corrective actions from containment and root cause analysis through closure and effectiveness review.
- Provide compliance oversight for significant nonconformities, security or privacy incidents, breaches, and control failures.
- Define and monitor compliance requirements for suppliers, vendors, contractors, and service providers.
- Provide governance oversight of business continuity, disaster recovery, and resilience reviews and tests.
- Plan and deliver the annual competence and awareness programme and maintain related training records.
- Facilitate management reviews and maintain clear GRC metrics, dashboards, and reports for senior management.
- Prepare gap assessments, business cases, resource estimates, and roadmaps for emerging standards, including the certified standards.
- Coordinate AI governance risks, controls, and obligations and support responsible use of AI.
- Respond to client assurance requests, coordinate accurate evidence, and maintain constructive stakeholder relationships.
- Exercise independent access, challenge, approval, recommendation, and escalation authority within approved confidentiality and access-control requirements.

Functional Skills Requirement:

- Lead Auditor or Lead Implementer certification for at least one management system standard adopted by KPS.
- Additional certification or formal training in risk management, privacy, information security, business continuity, AI governance, or GRC is preferred.
- At least 5 years of relevant experience in management systems, risk, compliance, or assurance, including experience in a software or IT services environment.
- Experience coordinating certification or client audits is preferred.
- Ability to interpret standards and compliance obligations independently and apply them practically and proportionately.
- Ability to plan and lead audits and communicate findings clearly using objective evidence.
- Ability to design and maintain effective governance, risk, and compliance methods.
- Proficiency in structured root cause analysis and corrective-action effectiveness review.
- Ability to assess quality, information security, privacy, business continuity, and AI governance controls.
- Ability to facilitate management reviews, risk workshops, and cross-functional decision-making.
- Ability to build cooperation and influence stakeholders without relying on direct reporting authority.
- Ability to prepare accurate and clear reports for senior management while remaining independent and objective.
- Good written and spoken English communication skills.