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# Example of Compliance, Associate Director Job Description

Our innovative and growing company is looking to fill the role of compliance, associate director. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for compliance, associate director

* Provide support and oversight in respect of end of day compliance monitoring of derivatives, including breaches and errors
* Investment Compliance liaison with Investment Management Risk, Derivatives Operations and other relevant teams as required
* Contribute to policy drafting and monitoring initiatives and activities
* Participate as required in the implementation of regulatory developments and consultations
* Assist in the review of new products and other advisory related activities
* Assist in the development and roll-out of compliance training programmes
* Provide input into the development of the Front Office risk based compliance monitoring plan
* Represent Investment Compliance on regional and global committees and working groups as required
* Liaison with external auditors, trustees and depositaries as required, and also assist with data and information requests from same, similar requests from regulators
* Participate, and take a lead role if required, in relevant investment and compliance projects

## Qualifications for compliance, associate director

* Assist in AML transaction monitoring, advisory and AML program maintenance
* Review and update policy and procedure manuals
* Have at least 4-7 years of relevant experience in a similar function from a corporate & investment bank
* Have good understanding of the regulatory framework for the investment banking space
* Experience managing employee intranet
* Bachelor’s degree or relevant experience with a life science focus preferred