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# Example of Compliance Intern Job Description

Our growing company is looking to fill the role of compliance intern. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for compliance intern

* Reporting Processes to facilitate clear and effective Compliance Reporting to the CCO for Executive Management and Board Committees
* The implementation of consistent approaches across multiple stakeholders within Compliance to align Compliance teams of RBCIS Bank Europe and Asia and AML Compliance teams of I&TS globally under a single operating model
* The coordination of assessment and responses to IAS, external auditors, external regulators including ECB, CSSF
* Supporting resource planning and forecast and associated tasks (resource management process, monitoring of staffing levels)
* Assisting with implementation of consistent approaches within Compliance Europe and Asia to align on operating model
* Representation of Compliance on global projects
* Coordination and follow up on regulatory exams and regulatory issues including reporting activity
* Assessment and responses collection to regulators
* Coordination and follow up on audit issues with compliance content
* Assessment and responses collection to internal and external auditors

## Qualifications for compliance intern

* Economically administrative area, mathematics
* 5° semestre
* 30 week hours internship
* Enrolled in a Bachelor’s or Master’s degree program at an accredited college or university required
* To be considered for this position, applicants must be currently in their junior or senior year seeking a bachelor's or a graduate degree in Business, Supply Chain Logistics, Legal, or Communications with Business emphasis, or a similar applicable field of study
* Applicants must be currently enrolled and pursuing a degree in Business Administration, International Business / Studies, or a related field, at an accredited school and have completed 30 semester hours prior to the start of the internship