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# Example of Enterprise Risk Manager Job Description

Our innovative and growing company is hiring for an enterprise risk manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for enterprise risk manager

* Provides ongoing monitoring support for the management of risks through effective and pragmatic challenge to the business, and helps develop early warning indicators for proactive monitoring
* Identifies trends and interdependencies throughout the business and facilitates conversations with various functions throughout the Company to ensure alignment and consistency in the management of risks
* Serves in a consultative capacity (subject matter expert) to business units on risk related matters
* Assist Risk Management Director in insurance policy renewal process
* Organize and guide the quality of the planning, performance and reporting for internal audit or special projects
* Establish audit objectives and create procedures for scheduled projects
* Document processes and controls using flowcharts or narratives
* Supervise and/or conduct internal audits and related activities
* Ensure procedures are adequately documented in work papers and audit evidence is sufficient to support recommendations
* Identify control gaps and formulate recommendations

## Qualifications for enterprise risk manager

* Have the ability to be a forward thinker who is able to manage complexity and ambiguity
* Demonstrated analysis and problem-solving skills with attention to detail
* Strong team and partnering skills and change management skills – ability to build strong rapport with key stakeholders
* Comfort working with stakeholders at multiple levels of the organization
* Meeting facilitation skills including ones with executive level participation
* Ability to be flexible and operate effectively in fast-paced, changing environment