Downloaded from <https://www.velvetjobs.com/job-descriptions/ethics-compliance>

# Example of Ethics & Compliance Job Description

Our company is growing rapidly and is hiring for an ethics & compliance. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for ethics & compliance

* Create and implement short and long-term objectives, goals, and project plans for the Ethics & Compliance department
* Develop strategic initiatives to ensure DI maintains its standing, and avoids fines (administrative and criminal), debarment and/or suspension
* Serve as DI’s expert in import compliance, ensuring that all Customs transactions are handled with reasonable care, regarding the classification, valuation, admissibility, and marking of merchandise entered, and the payment of Customs duties and fees
* Promote contract-wide adherence to DI’s Code of Ethics and Business Conduct
* Oversee development and refinement of policies, procedures, and practices
* Pro-actively identify potential ethics/compliance risks and implement actions to mitigate and eliminate them
* Analyze complex business, legal, and financial processes
* Promote an ethical corporate environment through partner training and leading process/policy enhancements
* Promote an ethical corporate environment through training and leading process/policy enhancements
* Design and implement tools and processes for inventorying, monitoring and reporting on Compliance & Ethics program controls

## Qualifications for ethics & compliance

* Juris Doctor (or equivalent non U.S. Law degree) preferred
* Experience in Law, Audit, Finance, or other compliance related role in a multinational organization
* Ability to coach, guide, and advise senior leaders on complex and potentially sensitive issues
* Ability to think practically and exercise sound judgment, balancing business needs, regulatory risks, and reputational risks in an objective, practical way
* Ability and willingness to stand alone under pressure
* Ability to conduct, manage and/or oversee investigations involving a wide spectrum of potentially complex and sensitive issues, including potential criminal conduct