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# Example of Policy Compliance Job Description

Our growing company is looking to fill the role of policy compliance. 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 policy compliance

* Work with the Head of Risk and Compliance to ensure appropriate policies and procedures are established and maintained
* Monitor AML, BSA, and OFAC industry developments and maintains knowledge of new and amended laws, regulations, and regulatory guidance
* Participates in committees, meetings, projects and initiatives as directed
* Research new accounting pronouncements
* Provide consultative services to the Bank for cost and financial accounting and risk services
* Lead and plan the company-wide SOX program
* Maintain partnerships within FRBNY policy makers, the FRS System and FIRST committee
* Provides explanation of analysis findings as results
* Deliver on projects within the STP Policy Management and Compliance group
* Implement processes for the identification of new intercompany transactions

## Qualifications for policy compliance

* Work with countries and external vendors to capture employee relations case information (number of cases, types, etc) and analyze for trends
* Exceptional understanding of the OECD Transfer Pricing Guidelines, the OECD Report on the Attribution of Profits to Permanent Establishments, Canadian, US and UK transfer pricing rules and practices and specific and proven experience with applying transfer pricing concepts to global trading of financial instruments
* Solid knowledge of international corporate taxation and key provisions in the major tax treaties, specifically on taxation of permanent establishments, presence of dependent agent permanent establishments, knowledge of Canadian federal income tax
* Relevant experience in working with the CRA and the Advance Pricing Agreement Program and making Competent Authority requests under
* Relevant tax treaties
* Ability to develop and motivate a team of high performing individuals