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# Example of Readiness Manager Job Description

Our growing company is searching for experienced candidates for the position of readiness manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for readiness manager

* Work with APJ Sales field staff leaders to understand business strategy and goals
* Manage the delivery roll out process throughout APJ with the help of the Enablement leaders in the region
* Goal, incentivize, develop the enablement team in the regions
* Collaborate with colleagues in the APJ enablement team on pan organizational programs – tech/partner
* Collaborate with BD functions and country Risk teams to ensure readiness for Risk owned work streams including data rooms, data tapes and inputs to information memoranda
* Ensure data supplied is accurate and balanced to provide bidders with adequate information to assess transaction whilst protecting sensitive data until an appropriate time to disclose
* Reconciliation of risk data provided to Risk and finance reporting with specific emphasis on portfolio quality and cost of Risk (on a USGAAP basis)
* Source and manage risk resources with appropriate skill sets for each due diligence
* Ensure risks and trailing assets/liabilities within disposal process for each transaction are identified
* Input into contractual protections, warranties and indemnities to ensure they are appropriate

## Qualifications for readiness manager

* Experience as a project manager within Investment Banking
* Strong front-to-back understanding of Investment Banking Operations
* Strong understanding of the project lifecycle, and full project lifecycle experience of change delivery
* Experience of Collateral and Valuations within a line or projects context
* Experience within the Front Office, in a line or projects context
* Experience in delivering regulatory change, especially Mifir/Mifid2, DF/EMIR, CFTC, BCBS IOSCO