Downloaded from <https://www.velvetjobs.com/job-descriptions/risk-advisor>

# Example of Risk Advisor Job Description

Our company is growing rapidly and is looking for a risk advisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for risk advisor

* Assist with preparation of documentation/meeting packages that will that be presented in the monthly/quarterly Senior Management meetings
* Develop risk mitigation strategies specific to risks incurred both by the nature of the story its environment
* Continuously identify, monitor and review regulatory compliance issues related to Physical Security, Risk Management and the Facility Threat Risk Assessment process
* Support the execution, development and enhancement of the global Facility Threat Risk Assessment program designed to prevent identify weaknesses and reduce risk to the organization
* Provide rotational “on call” emergency and security incident support 24X7
* Develop and produce monthly, quarterly and annual departmental reports, metrics and scorecards designed to identify risk, trends and monitor the status of risk and protection programs
* Responsible for the risk analysis, risk monitoring and risk reporting for North Americal power
* ETRM (Openlink) superuser for the electricity module
* Ensure timely and accurate daily/weekly risk reporting
* Perform stress testing and complex scenario analysis to support risk metrics and requests from front office

## Qualifications for risk advisor

* BS, BA or BBA Degree preferred
* Professional privacy or security qualifications such as CIPP and/or CISSP preferred
* Advanced statistical skills of handling and processing large data sets with S+, Matlab
* Initiate, coordinate, manage and deliver the insurance program renewal processes
* Facilitate communications with external service providers and business segment stakeholders
* Support claims management strategies and facilitate the insurance claim handling processes of the business segments, including providing required assistance on claims reporting, ensuring receipt/review of documentation, ensuring receipt of payment, evaluation and recommendation on loss reduction techniques such as salvage and subrogation