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

# Example of Risk & Controls Analyst Job Description

Our growing company is looking for a risk & controls analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for risk & controls analyst

* Highly visible and most complex evaluations communicating with diverse partners, in a leadership capacity
* Ability to interact with Executive and Senior Management to facilitate the accomplishment of company goals
* Adhere to applicable organizational policies and procedures
* Owning various monthly organization and reporting activities, such as generating operational risk reports for the Business Operations team
* Coordinating periodic tasks with Business Operations stakeholders
* Effectively communicating and collaborating with Business Operations groups to build positive relationships and understand key aspects of the business
* Working in a fast paced environment and manage multiple tasks simultaneously
* Works independently to produce deliverables that are in near finished form, understandable and at the appropriate level of detail depending on the audience
* Manages own work and allocates or coordinates the work of others but does not have full management responsibilities
* Partner with process owners, managers and team-leads to ensure alignment of scoring expectations

## Qualifications for risk & controls analyst

* A mature, pragmatic outlook, with the ability to balance the conflicting needs of compliance, risk management, expediency and business objectives, to ensure that the Firm’s ITRisk Standards and Procedures are Applicable, Appropriate and Actionable by our Technology & Operations communities
* A demonstrated ability to identify, articulate and design robust, effective Technology Controls and to design and deliver appropriate KPI/KRI Metrics able to accurately articulate a risk posture based on those controls
* Work effectively both independently and as part of a team, goal oriented, self-motivated
* Effective in global / regional interaction and collaboration
* Knowledge of security tools including IDS/IPS, malware/AV are preferred but not essential
* Experience in software development lifecycle, associated processes and tools