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

# Example of Risk Program Manager Job Description

Our growing company is looking for a risk program manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for risk program manager

* Promptly identify performance issues, taking appropriate remedial action to improve performance
* Develop methods for retaining staff and managing attrition
* Building and identifying Subject Matter Experts within the team
* Provide guidance and direction to staff to ensure the department’s tasks are planned, organized, monitored and completed in a timely and successful manner
* Ensure that staff performance issues are resolved and appropriate feedback is provided
* Provide technical guidance to other FTCI operations personnel
* Administrator of Third Party Management Program for approximately 250 third party providers
* Develop and maintain a consolidated calendar for all TSP program management deliverables
* Track SSAE 16 reviews (approximately 70 reports per year)
* May participate with engineering to establish design concepts, criteria, and engineering efforts for product research, development, testing, and integration

## Qualifications for risk program manager

* Support of excellent relationships with the regulators, industry bodies, , in respect of Risk Management
* Knowledge of front to back processes focussing on Front Office, Finance and Risk
* Demonstrated success establishing structured reporting for both operations and project metrics
* Stakeholder face-off in Singapore for all CTB, RTB related topics
* Definition, Planning and Management, Stakeholder Reporting of Investor Services Programs
* Overall Financials, Risks, Audits for all applications supporting Investor Services business