



Example of Compliance Division Job Description

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Our company is growing rapidly and is hiring for a compliance division. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for compliance division

- Assist in the preparation of the Compliance Office Annual Report NCAA surveys and reports
- Supporting globally common technology and operations functions such as software release reviews, model testing and tuning, and provide support for other aspects such as list maintenance, license management
- The analyst will also work with the ACoD Business Data Steward on introducing new processes designed to improve the quality of data
- Assist the ACoD Head of Global Sanctions Compliance in developing and overseeing global standards for OFAC sanctions compliance testing
- Liaise with the Global Financial Crimes Division, regional, and local risk and compliance staff world-wide to ensure the effective execution of compliance testing strategies and plans
- Track, monitor, and escalate as needed identified control weaknesses
- Maintain appropriate standards, policies, and procedures
- Provide management reporting on the results of testing, the effectiveness of testing, and ensure proper escalation of identified gaps or concerns
- Assist the ACoD Head of Testing in the evaluation of global standards for OFAC sanctions in the Americas
- Determine the objectives and scope for each testing assignment

Qualifications for compliance division

- Previous, proven professional experience
- Sufficient work experience within AML/CFT manager in the banks

- Minimum Bachelors Degree in Engineering, Computer Science or Information Technology
- Experience of using Java, Python, SQL, Unix and Hadoop
- Proven experience of working with Data and Big Data