



# Example of Compliance Head Job Description

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Our innovative and growing company is looking to fill the role of compliance head. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for compliance head

- Oversee the preparation of the Annual Compliance Plan, which sets forth the key global risks for the year and the associated remediation plans, and tracking progress through the year
- Oversee the development of enterprise-wide e-learning modules covering core legal and compliance concepts such as anti-money laundering, conflicts of interest and franchise risk
- Strategically enhance training delivery and awareness elements of Global Compliance Training Program
- Oversee Compliance Administration Team in managing the distribution, tracking and reporting of Compliance training requirements
- Oversee Reporting and Metrics team in providing strategic guidance to the development of senior management reporting presentations and metrics
- You will also keep with competent authorities on Compliance issues
- Act as PCF-15 for the Group
- Follow-up of applicable legislation
- Follow-up rules of Group, translate them to entity level and Follow-up implementation and effectiveness
- Elaborating and rolling out best practises

## Qualifications for compliance head

- Financial services regulatory expertise, with a predominant focus on UK rules and regulations but also with exposure to the regulatory frameworks of other

- Proven exposure to Luxembourg-domiciled UCITS funds and technical matters associated with them
- Confident, able to use initiative and apply judgment
- Comfortable in presenting to senior management and external parties
- Skills required include strategic thinking and project management