



# Example of Credit Risk Reporting Job Description

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

## Responsibilities for credit risk reporting

- To ensure the accuracy of the data and reports maintained at defined satisfactory level
  - To collaborate with other risk functions, finance and business teams to improve process efficiency and explore business opportunities
  - Compiling/mining data from a variety of data sources
  - Developing reports and business intelligence capabilities in compliance with the LOB's data governance policies
  - Additional responsibilities include monthly production reporting and data quality analysis
  - Completion of regular reporting tasks that are designed to serve as MIS for Sr
  - Effectively collaborate and manage stakeholders relationship and demonstrate strong prudence for producing accurate and timely reporting solutions at all levels – from Daily/Weekly reporting to internal management to Monthly/Quarterly packs to Sr
  - Understand any new/changes to the reporting requirements and drive implementation by coordinating with all relevant stakeholders
  - Completion of operational and system data update tasks to ensure data integrity and accuracy of system/data mappings
  - Completion of ad hoc data requests for RMG Credit, Business Stakeholders and other internal stakeholders by compiling relevant business data from various sources into own database for reporting and analysis
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- Bachelors' degree in business, economics or finance or the equivalent in education and experience required
- Proficient data mining, performance metrics and reporting, vendor management, change management and report writing
- Ability to work with individuals and teams at all levels across the organization and with external company representatives and vendors
- Developing an approach and/or methodology to conduct analysis, solve an issue, develop a solution, (e.g., developing a plan of attack to conduct a current state assessment, putting together an implementation plan)
- Supporting or leading the development of a Business Case
- Creating tools and resources to facilitate and collect information (e.g., questionnaire, workshop material, guidelines)