



# Example of Operations Data Quality Management Job Description

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Our growing company is looking to fill the role of operations data quality management. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for operations data quality management

- Engage with firm and industry dialogue to identify and analyse future regulatory impacts and ensure expectations of relevant stakeholders are managed and necessary long term preparations are made
- Define and agree deliverables for implementation of changes to process, systems, reference data and controls to meet new regulatory obligations in a timely fashion in conjunction with change management group
- Oversee creation and execution of plans & artefacts to deliver versus obligations and escalate risks and issues
- Prepare to gain a comprehensive understanding of various GS business groups and client on-boarding process
- Ongoing maintenance of client account data
- Manage the periodic updates and maintenance of entity regulatory data attributes including SSIs etc
- Develop expertise in the Firm's Know Your Customer/Customer Identification due diligence policies
- Prepare to gain a comprehensive understanding of the pre-trade life cycle and onboarding workflow across a variety of clients and products
- Perform "Know-Your Client", Anti-Money Laundering/ Customer Identification Due Diligence reviews and ensure compliance with federal regulations such as EMIR, Dodd-Frank, FINRA
- Leverage your analytical skills to identify commercial opportunities, drive

## Qualifications for operations data quality management

- Ability to multi-task, prioritize, and thrive in a fast-paced environment
- Focus on control, maintaining accuracy, and attention to detail
- Bachelor's degree with a minimum of three years of relevant experience
- Previous experience and/or coursework in data-driven analysis and strategic thinking
- Bachelor's degree with a minimum of three years of experience in financial services or relevant function
- Risk assessment experience strongly preferred