Example of Operations Risk Job Description

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Our company is searching for experienced candidates for the position of operations risk. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for operations risk

- Create an Operational Level Agreement (OLA) on how each area will set up and conform to adjust Risk practices to Data Completeness standards
- Develop an operational risk program identifying key risk indicators, reporting, risk self-assessments, and an action plan with tracking of follow-up items
- Working with Compliance, Legal, and RBC Capital Markets will review and determine if new legislation or regulations are applicable to department operations
- Puts together project plans, periodic update reports and maintain detailed task lists for each project or deliverable related to assigned projects
- Facilitate the learning of non-exempt associates performing similar role and personnel with customers through leading calibrations, writing reports, assisting training
- Creating new process monitors
- Review work of non-exempt associates performing similar role
- Work with business points of contact for businesses being reviewed to resolve specific challenges
- Develop and oversee a process for periodic report inventory assessment
- Assists in scorecard development

Qualifications for operations risk

- Ability to make discretionary decisions based on research, requiring a certain degree of creativity and latitude

finance
- Preferred 1+ years of experience in a due diligence department within a financial institution
- Manage assigned merchant relationships as defined by Risk Operations Management
- Liaise with Enterprise Account Managers who manage the accounts assigned to you and participate in communication and education with the Merchants where Risk expertise is required or will benefit management of accounts
- Comfortable with working to tight deadlines and able to respond to short notice assignments