Our company is growing rapidly and is hiring for a process solutions. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for process solutions

- Documentation and maintenance across Sales and Relationship Management for standard processes and associated Standard Operating Procedures
- Adherence and maintenance to the structured governance model for sales process identification and development of Standard Operating Procedures which define process and control steps for the overall Sales function
- Maintain a strong and collaborative working relationship with Sales and Relationship Management personnel to ensure timely creation and maintenance of Standard Operating Procedures
- Interface as needed with stakeholders regarding process identification, process improvement and operational controls implementation
- Initiate and coordinate efforts to manage and drive process controls documentation, testing activities and risk and controls management
- Accountable for the production quality of assigned processes and initiatives to maintain and enhance process improvement
- Proactive management of projects and initiatives to improve processes and procedures
- Actively collaborates with CSo Functional Control Officer, risk and audit personnel
- Understand and support CSo operational risk policies and procedures
- Participate in special strategic and tactical projects as assigned

Qualifications for process solutions

and Opportunity to Quote

- Generally 3+ years' industry or relevant experience required
- Strong leadership and influencing skills to manage operational impact and change
- Follow through to assure action items are addressed and appropriately resolved
- Ability to communicate and collaborate effectively across functional team members, and departmental leads to convey information that is accurate and concise
- Proven organizational and problem solving skills to objectively prioritize resources and make recommendations for effective change planning