



Example of Risk Control Specialist Job Description

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Our company is growing rapidly and is looking for a risk control specialist. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for risk control specialist

- Facilitate periodic process owner risk and control self-assessments and significant event
- Support evaluation of testing exceptions, issues, and action plans through development, distribution, and analysis of management reports in support of business needs
- Participate in major corporate initiatives impacting FORM to ensure business areas are properly evaluating relevant risk and controls as part of project requirements
- Become an expert user on Archer software
- Maintain agenda and drive action items for monthly Local Risk Management Council (RMC)
- Work with teams to identify and aggregate key operational risk metrics and key risk areas in management reporting and daily and intraday risk dashboards
- Champion and facilitate risk review forums to identify risks and mitigating factors related to new business opportunities, new services and products
- Assist teams in defining appropriate resiliency strategies and maintaining compliance with corporate requirements (e.g., BCP testing, work from home certification)
- Reviewing the end-to-end control environment in AM Finance, identifying weaknesses and leading remediation efforts to address
- Providing regular updates to the AM Chief Financial Office (CFO) on the

Qualifications for risk control specialist

- Maintain an excellent quality pass rate
- Conduct the targeted audit based on criteria provided by the business
- Provide coaching / feedback where remediation is required
- Identify all opportunities such as specialist, process gaps, or technology
- Build partnership with the process owner to lend support in solving for gaps and opportunities
- Experience in call center / credit/debit card / customer service areas