



Example of Risk & Controls Analyst Job Description

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

Responsibilities for risk & controls analyst

- Highly visible and most complex evaluations communicating with diverse partners, in a leadership capacity
- Ability to interact with Executive and Senior Management to facilitate the accomplishment of company goals
- Adhere to applicable organizational policies and procedures
- Owning various monthly organization and reporting activities, such as generating operational risk reports for the Business Operations team
- Coordinating periodic tasks with Business Operations stakeholders
- Effectively communicating and collaborating with Business Operations groups to build positive relationships and understand key aspects of the business
- Working in a fast paced environment and manage multiple tasks simultaneously
- Works independently to produce deliverables that are in near finished form, understandable and at the appropriate level of detail depending on the audience
- Manages own work and allocates or coordinates the work of others but does not have full management responsibilities
- Partner with process owners, managers and team-leads to ensure alignment of scoring expectations

Qualifications for risk & controls analyst

- A mature, pragmatic outlook, with the ability to balance the conflicting needs

ensure that the Firm's ITRisk Standards and Procedures are Applicable, Appropriate and Actionable by our Technology & Operations communities

- A demonstrated ability to identify, articulate and design robust, effective Technology Controls and to design and deliver appropriate KPI/KRI Metrics able to accurately articulate a risk posture based on those controls
- Work effectively both independently and as part of a team, goal oriented, self-motivated
- Effective in global / regional interaction and collaboration
- Knowledge of security tools including IDS/IPS, malware/AV are preferred but not essential
- Experience in software development lifecycle, associated processes and tools