



Example of Risk & Controls Job Description

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Our company is looking to fill the role of risk & controls. 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 risk & controls

- Submitting the Risk Register to the Authority, as part of their monthly reporting cycle, or on request by the Authority, which will be reviewed at the monthly meetings, as detailed in Schedule 8.1 (Governance)
 - Partner with Process Owners and Operations Leadership to ensure effective business controls are established and maintained
 - Perform proactive, very detailed Control reviews for sufficiency and documentation
 - Participate in the design and execution of SLQ2CQ program and process level improvement initiatives
 - Provide monthly status/input/updates for risk reporting to Senior Leadership
 - Represent the Auto Finance Business Risk Office on working teams for enterprise-wide risk management programs and initiatives
 - Serve as a COAF SLQ2CQ champion by identifying, recognizing/celebrating, and communicating system and people successes
 - Provide up-to-date I&T risk posture at both aggregated and individual risk type level to the Chief Risk Officer – IT, the respective risk committees and forums as needed
 - Act as the senior point of contact to assist and respond to questions from key stakeholders throughout the risk treatment lifecycle
 - Assist CAS Leadership team with logistical support such as organizing team lunches/special events, team room organization, off-site storage
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- Produce control program MIS and create presentations for different Asia and global stakeholders
- Assist in managing applications used for implementing Control processes (RADAR, Share Point)
- Assist in tracking and reporting regulatory breaches / open issues
- Assist in conducting deep dives and trouble shooting in to regulatory reporting issues
- Assist global Controls lead in defining and implementing controls framework for strategic Regulatory Reporting Platform (xODS)
- Spoken fluency in one or two Asian languages (Chinese and /or Japanese)