



Example of Risk Specialist Job Description

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Our company is searching for experienced candidates for the position of risk specialist. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for risk specialist

- Take incoming workers compensation claims and enter into Third Party Administrators system
- Provide Risk and Safety expertise on transit systems and/or rail systems (passenger/freight)
- Communicate with customers, employees, adjusters, attorneys and other relevant parties
- Provide support in weekly, monthly, quarterly, and annual reports training presentations
- Produce risk reports using a wide variety of proprietary technologies for Major hedge fund clients
- Analyze quantitative results and find potential process improvements
- Perform data entry and first level data validation
- Test new risk technology offerings for quantitative and qualitative assurance
- Frequently communicate with clients and internal stakeholders
- Perform data analysis and modification/cleaning as necessary

Qualifications for risk specialist

- Professional Certification related to Audit, Compliance, or Project Management (CIA, CRMA, CFE, PMP, etc)
- 2 years of experience performing Regulatory Exams and Internal Audits
- 1 year of experience acting as Exam Lead or Auditor In Charge (AIC) on Regulatory Exams or Internal Audits

- Good knowledge of typical risks inherent in business processes (IT, Sales, Finance)
- 5 years' experience in risk management and analytics