



Example of Third Party Management Job Description

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

Responsibilities for third party management

- High level of motivation to achieve individual/ team targets
- Ability to build team culture by establishing, communicating and reinforcing enterprise values and sales goals
- Work with Information Risk Management (IRM) to protect Chase data by remediating any vulnerability
- Work with many LOBs to consolidate duplicate efforts on the vendor applications used by multiple LOBs
- Business analysis on projects, following SDLC – engaging business users, vendor contacts, and cross-impacted applications
- Work with Third Party Oversight (TPO) on monthly vendor scorecards and Service Level Agreements (SLAs) tracking
- Follow MBT SDLC procedures for all projects
- Complete all Audit action plans assigned on-time
- Manage and track all ITRC Breaks within timelines – working with business and vendors to ensure remediation is complete
- Assist manager in completing all Risk Assessments on-time, such as ACA, ARC, DCR Audits

Qualifications for third party management

- Increasing reliance on the expertise of the Head of TPRM in the face of increasing regulatory requirements relating to managing risk associated with third parties

- Ability to work in a team under pressure
- Broad knowledge of IMD and Federation teams a plus
- 3-5 years work experience in the financial services industry, preferably within Asset Management