

Job Title – Risk & Compliance Officer
Job ID – 196
Division – DUAL Corporate Risks (DCR)
Location – London

Role Definition

To assist the CRO in setting Risk & Compliance management strategy for the UK business through detailed assessments of business critical functions. Develop appropriate policies and procedures to create fit for purpose governance structures and practices. Be the first point of contact for the rest of the compliance team on a day to day basis and report any matters affecting the risk register to the CRO as required.

Key Responsibilities / Accountabilities

- To work with the business to establish and maintain robust and well defined causes and controls of risks as prescribed by the board and record on the Company's risk register
- Develop and implement the company risk register to improve automation and reporting
- To maintain the company's suite of policies and procedures ensuring they are current and proportionate to the risk posed by the activities undertaken and defined in the risk register
- To develop the risk management processes and procedures to establish controls used by the Company's underwriting and operational teams
- To assist the CRO in setting risk appetite across the risk register and recommend control enhancements where weakness is perceived from monitoring activity
- To maintain robust risk assessments of underwriting teams, including teams that are new to the business and work with the Compliance Business Partners and CUO to oversee underwriting standards are maintained
- To assess the regulatory environment and identify changes that will impact DCR and require action e.g. implementation of requirements through the policy and procedure review process
- To analyse monitoring outputs and Conduct MI to create reports for the DCR board and risk committee
- To support Training & Competence activities where required
- Participate at the Audit and Risk Committee when required

Skills and abilities needed to perform role

- Excellent written and verbal communication skills
- Highly efficient, with attention to detail and accuracy
- Works to tight deadlines and prioritisation skills. Strong diary and time management skills
- Maintains confidentiality and discretion at all times
- High degree of professionalism
- Strong technical knowledge of the detail of FCA regulations as they pertain to insurance intermediaries
- Able to motivate the entire business practice to deliver a sound compliance environment
- Strong positioning and closing skills
- Strong conflict management skills
- Ability to articulate complex concepts
- Analytical, problem solving project management skills

Knowledge and Experience

- Strong knowledge of FCA requirements and UK regulatory environment, ideally within the MGA environment
- Strong knowledge of risk management
- Good understanding of the insurance sector
- Good understanding of risk-based analysis methods

Professional Qualifications

- University Degree or recognised industry accreditation
- Professional Qualification
- Other relevant qualification

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