

## Operational Risk Administrator - (19000000674)

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**Job** Private Banking and Wealth

**Primary Location** Greater China and North Asia-Taiwan-Taipei

**Schedule** Full-time

**Global Grade:** Grade 7

**Employee Status** Permanent

**Posting Date** 16/Jan/2019

**Unposting Date** Ongoing

### Ready to take the next step in your career with us?

To us, good performance is about much more than turning a profit. It's about showing how you embody our valued behaviours - do the right thing, better together and never settle - as well as our brand promise, Here for good.

We're committed to promoting equality in the workplace and creating an inclusive and flexible culture - one where everyone can realise their full potential and make a positive contribution to our organisation. This in turn helps us to provide better support to our broad client base.

### The Role Responsibilities

#### 1. Implementation of Group and Country Policies and Procedures

Assist Business Operational Risk Manager to conduct review on gap analysis to Execute and follow up on gaps and action plans identified, within business and regulatory context.

#### 2. Implementation of Governance Framework and Risk Management

- Execute the key control standards (KCS), and perform assurance task ( eg self assessment, control sample testing (CST) , key control indicator ( KCI ) and key risk indicators (KRI) ) within business unit.
- Report and monitor losses, risk events, policy deviations, self assessment , CST , KCI & KRI exception, and engage appropriate stakeholders on timely remedial actions; escalate key risk situations that pose significant risk.
- Review of business process and procedure and provide operational risk advice through ORF and ad hoc reviews (Accountability reviews, Lessons Learnt reviews, Process / Control reviews) at the unit level.

**3. Track the execution & Implementation of Control within unit to assurance the control is in line with internal procedure as well Group policy**

## **Our Ideal Candidate**

1. Degree holder, preferably 2 to 5 years of Wealth Management and sales governance experience, or with relevant experience in risk and compliance field.

### 2. Traits

- Self-motivated
- Work well under pressure
  - Be responsible and Stable

### 3. Proficiencies and Knowledge:

- Wealth Management
- L&C Requirements
- Audit requirements
- Local Regulations
- Operational risks

### 4.Skills

- Coordination and execution
- Collaboration and team work
- Communication and listening

- Interpersonal and influencing

If you're ready to take on your next challenge, apply now.