

## **Compliance Manager (Department Head)**

Our client is a well-established medium sized provider of trust services and pension schemes and is part of a leading international group specialising in the provision of financial services. The Company recognises the changing regulatory environment and is committed to strengthening its' compliance team with the creation of this new senior position.

It is anticipated that the successful candidate will undertake the role of MLRO and Compliance Officer upon successful completion of probation.

This key new role within the Company is a great opportunity for an individual to work closely with a board fully engaged with the challenges faced by compliance in 2015 and beyond. The position reports directly to the Managing Director.

### **Key responsibilities**

- The management of compliance and regulatory risk
- To ensure that a robust up to date internal control framework is in place and to embed a sound compliance culture throughout the business via close engagement with the board and staff
- To develop and maintain up to date policies and procedures
- Primary point of contact for regulatory liaison
- Periodic risk reviews
- Review of advertising, marketing and promotional materials
- Compliance Monitoring
- Regular compliance reporting
- Oversight of the Business Risk Assessment and contribution to the identification and mitigation of risk
- Staff training (including induction)
- Client on-boarding due diligence
- Authorised signatory
- Staff supervision

### **Preferred Skills & Experience**

- 5 GCSEs and 2 'A' levels at Grade C or above and/or degree
- Compliance and/or AML professional qualifications
- STEP/ICSA Qualified (desirable but not essential)
- Minimum of 5 years' experience in relevant position
- Trust and Company administration experience (funds or pensions considered)

For a completely confidential chat to discuss the position please call Sharon on 07911 721600 anytime 24/7, or email [sharon@resolvepartners.net](mailto:sharon@resolvepartners.net).