

YOU'RE A PAPER TRAIL blazer.

REGULATORY RISK AND CONTROLS ANALYST, BRIDGEWATER BANK, MATERNITY LEAVE CONTRACT

You love telling people your job is filled with risk! You excel at identifying risk and analyzing policies, procedures and documents with a detective's eye for critical details. You're an excellent communicator who listens when people talk; and when you talk, people listen. Your natural curiosity is the backbone of your business savvy, and you find nothing more fulfilling than uncovering analytic solutions to problems. For you, it's all about making people's lives better.

What moves you

- You're a stickler for detail and documentation. Sweating the details is what you do best.
- You don't need someone to light a fire under you; You take the initiative and enthusiastically manage multiple projects with limited supervision.
- Always aware of risks and protecting those around you, you raise the red flag when needed.
- You never forget that behind every document and policy, there are people affected by your choices.
- You manage your time as expertly as you manage your projects — prioritizing, planning, and organizing are part of your DNA.
- You believe in fair play and pride yourself on doing what's right, even when it's hard.
- You're a Swiss vault when it comes to confidentiality.

What you'll do

- Report to the Manager, Regulatory Risk, Corporate Security and Controls.
- Take responsibility for the oversight and administration of controls, including regulatory compliance and operational risk-management.
- Administer Ethidex Compliance software to ensure control objectives are maintained and documented.
- Provide support to Bank business units that are vulnerable to risk, ensuring compliance with Anti-Money Laundering and Anti-Terrorist Financing, Privacy, and the Bank Act.
- Serve as a Bank subject matter expert on operational and regulatory risk.
- Ensure external communications to stakeholders are current, valid and compliant.
- Identify material risks to the Bank and provide expert guidance on addressing them.
- Conduct quality assurance reviews and make recommendations for correction or enhancement.
- Advise decision-makers and provide the Bank support where required.
- Regularly assess the compliance regime to ensure accuracy and effectiveness, support a risk-management culture, and aid in the proper implementation of new regulations, legislation and best practices.

What you've done

- You have a post-secondary degree in Business Operations or Risk-Management, or equivalent experience in a related field. You'll get bonus points if you have a Security/Investigations Management Certificate.
- You have at least five years of experience with regulatory compliance, audit or risk-management in the banking industry.
- You have legal, compliance or risk-management designation, such as a Certified Anti-Money Laundering Certificate, International Certificate in Banking Risk and Regulation, CAMLI designation, CIPP designation or related certification.
- Your audit experience and Federally Regulated Financial Institution compliance give you that extra edge.
- You're a whiz with Microsoft Office Suite and Internet Explorer, and adapt easily to new systems and software.
- You have proven ability to understand and resolve complex problems (you probably do Sudoku puzzles with a pen).
- You have exceptional communication skills, both written and verbal, as well as strong analytical and conflict-resolution proficiency.
- Your integrity and professionalism are the twin pillars of your unflinching work ethic.

If this is you, we want to see you. And you want to see us.

Apply today: careers@bridgewaterbank.ca