

As one of Canada's Best Managed Companies for 14 consecutive years, Concentra prides itself on fostering employee engagement and a workplace of openness and respect.

Concentra is Canada's leading provider of wholesale banking and trust solutions to credit unions from coast to coast. With deep co-operative roots, Concentra is focused on creating value for the credit union system. We partner with credit unions to ensure over five million Canadian members can choose competitive financial services from their local credit union.

Concentra employees enjoy a competitive total rewards package and flexible work environment. We are looking for a results oriented individual to join our team in our Saskatoon location (Term to December 31, 2018)

## **Compliance Analyst – Special Audit Projects**

(Full-time, Term to December 31, 2018)

This position will provide specialized support in the development of the organization's Regulatory Compliance Management (RCM) mandate to meet particular Office of the Superintendent of Financial Institutions (OSFI) objectives.

### **Key Outcomes:**

Assist in the development, build and implementation of an enterprise compliance and risk management system and software. Assist in the maturity of compliance self-assessments in conjunction with the business units; test the effectiveness of regulatory adherence and compliance controls, the sufficiency of, and adherence to corporate policies and procedures; compliance with laws and regulations; and overall efficiency and effectiveness as it relates to statutory, regulatory and corporate compliance and integration into an enterprise risk management tracking tool.

Liaise with multiple departments in the identification and analysis of compliance risk management and assist in the implementation of new information systems and operational processes.

Support the development of the RCM program and advancing enterprise compliance management by:

- Championing a culture in which regulatory compliance is viewed as consistent with the organization's core values, and is regarded as a key objective in business decisions and processes
- Assisting in the building of controls across the organization in respect of the development and implementation of new software applications
- Creating assessment criteria and controls to be used/completed by Business Compliance Officers and Business Units
- Maintaining statistics and tracking trends on compliance
- Conducting reviews business unit activities related to compliance obligations
- Maintaining appropriate and required records
- Creating training modules as required
- Working closely with the business units and departments in respect of assisting with their overall compliance obligations
- Maintaining professionalism through conducting work in a timely manner and with due diligence
- Maintaining independence and objectivity while conducting reviews

### **Qualifications:**

- Completion of a post-secondary education program in the business field, complemented with
- enrollment in a relevant professional designation program (e.g. Audit, Risk, Compliance)
- 2 years' experience in an audit, risk, or compliance officer/analyst role
- A combination of education and experience may be considered
- Progress towards achieving the Certified Internal Auditor (CIA) designation would be considered an asset

Posting closes Tuesday, December 5, 2017

*We thank all applicants for their interest, however, only those selected for an interview will be contacted.*

To apply, please visit our Career page at [www.concentra.ca](http://www.concentra.ca)