HEAD OF REAL ESTATE COMPLIANCE
(FR/NL/EN)

JOB PURPOSE

The Head of RE Compliance provides the necessary guidance, support and decisions to his/her scope of responsibility (Business Line, Country, Region...) so that local and Group Compliance rules are implemented. S/he realizes controls on regularity and compliance of operations.

MAIN MISSIONS

- Communicates to Business Lines the rules applicable to them and contributes to their operational adaptation and implementation
- Analyzes the impact of Compliance normative framework evolutions and specifies the developments required to ensure their implementation, in particular in terms of tools or training
- Conducts a comprehensive analysis, by consulting the Compliance Officers within the Function when appropriate, in order to provide a well informed recommendation on the issues regarding the compliance of the file (clients, transactions...)
- According to delegation rules and procedures in place, provides a documented decision (approval, refusal, conditional approval) or refers the file to the appropriate decision maker(s)
- Ensures the technical follow-up and the management of the file until its final completion, focusing on supplying with highest visibility on anticipated response times
- Supports Business Line's development through validating the compliance of new businesses, new products, services or specific operations, provide technical support on his/her scope of responsibility
- Initiates or participates in projects aiming at improving Compliance practices
- Leads / participates in staff Compliance training and ensures day-to-day knowledge circulation
- Participates in realizing the various statements or reports
- Identifies issues, routing them when appropriate according to defined procedures

JOB AND/OR TECHNICAL SKILLS

- Knowledge of Compliance issues and specific challenges of his/her environment (Business Line, Country, Region)
- Knowledge of Business Line (processes, products, clients...)

BEHAVIOURAL AND/OR MANAGERIAL SKILLS

- Acting with perspective and taking initiative
- Decision-making skills
- Risk management
- Communication skills
- Sharing knowledge and ability to report

TRANSVERSAL SKILLS

- Knowledge of BNPP Group
- Knowledge and use of computer tools
- Use of a foreign language : English

Candidates are invited to email their application and C.V. to hr.rebe@realestate.bnpparibas