

# Operational Risk Manager

**Department:** Operational Risk

**Reporting to:** Head of Operational Risk and locally to Head of Finance - Germany

## ROLE AND RESPONSIBILITIES

The Operational Risk Manager will be part of the 'Second Line of Defence' model and member of the risk control function. Tasked with supporting the Board in implementing and embedding the Risk Appetite Statement (RAS), policies, framework, systems and processes across CMC Markets GmbH.

The Operational Risk Manager will play a pivotal role within CMC GmbH by monitoring, challenging and reporting on variances to risk appetite/tolerances against local risk appetite, creating a strong operational risk management culture and awareness across the organisation.

### Key responsibilities:

- Provision of guidance and advice (subject matter expertise) to all areas of CMC Markets GmbH regarding Operational Risk including policies and procedures;
- Determining in conjunction with the Head of Operational Risk the appropriate Operational Risk appetite across GmbH and ensuring roles, responsibilities and accountabilities for managing Operational Risk are clearly defined, understood and appropriate;
- Manage the local risk management system (Hitec/Mitrtech) and its components. Ensure that all users are aware of their responsibilities when using the system, particularly in respect of accuracy and quality when inputting data. Act as gatekeeper for the risk system to review any data input by other users ahead of it being accepted as "live" within the system;
- Manage the Issues Management process across CMC Markets GmbH and act as subject matter expert for all queries regarding this;
- Provide oversight for the incident/event data to ensure accurate capture and reporting of losses, gains or near misses and that any trends are identified quickly and mitigating actions taken by the relevant area of the business quickly and effectively;
- Input into CMC Markets GmbH ICAAP and related documents e.g. where required develop and maintain Scenario Analysis approach in line with CMC Markets UK;
- Where relevant manage the CMC Markets GmbH Risk & Control Assessments (RACAs) completed by the business. Act as a subject matter expert for any queries from the business relating to completion of RACAs;
- To help identify key internal operational risks within each business unit/function/product assigned for review and to assess the adequacy and effectiveness of the compensating control environment;
- To produce high quality written reports providing assessment of overall operational risk management within the areas under review, in line with agreed time frames;
- Ensuring that all issues raised are clearly articulated, agreed with relevant business management and workable action plans for resolution are agreed, implemented and sustainable;
- Assist with the development, roll out and tracking of appropriate Operational Risk training materials across all areas of the business;

- Maintain personal/professional development to meet the changing demands of the role, including all relevant regulatory and legislative training;

#### KEY SKILLS AND EXPERIENCE

- Previous experience within an Operational Risk role, preferably within a Financial Services environment;
- Experience and knowledge of operational risk;
- Operational Risk Management qualification (desirable);
- Project management experience (desirable);
- Strong MS Excel, MS Word and PowerPoint skills.
- CMC Markets is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of gender, sexual orientation, marital or civil partner status, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age.

#### KEY OBJECTIVES/KPIS

- As per performance review.

#### COMPETENCIES

- Communication;
- Team Work;
- Resilience & Adaptability;
- Positive challenge and Problem Solving.

Job Holder Name: \_\_\_\_\_

Job Holder Signature: \_\_\_\_\_