



BFCHRJ - 146 – Compliance Operations Supervisor | Compliance | Bahrain

About the role:

The Compliance Operations Supervisor is responsible for exercising operational control over internal processes and their adherence to regulatory requirements. The job holder monitors and ensures record maintenance, quality assurance, client onboarding, third-party KYCs and any other checks required to ensure Compliance with the Central Bank of Bahrain.

Your Responsibilities:

- Primarily responsible for inspecting and managing regulatory Compliance in an organization, which may result in re-designing policies and protocols to meet regulatory requirements.
- Utilize various tools, techniques, and internal systems to generate relevant MIS reports to assist the Compliance Department in evaluating the Compliance status by identifying and reporting any associated gaps and recommendations for corrective measures.
- Engage stakeholders within management and IT to agree on fit-for-purpose corrective measures that further contribute to continuous enhancement of the existing systems and data quality, as appropriate.
- Perform monitoring activities in coordination with the relevant departments and functions aligned to the Compliance Monitoring Plan to assess the design and effectiveness of implemented controls by leveraging data quality and analytics to ascertain the current compliance level and report any associated residual risks along with agreed corrective measures.
- Support the Head of Compliance & MLRO in automating the existing processes to enhance the compliance internal control framework.
- Perform the required assessments and testing to evaluate Compliance by the concerned departments and propose remedial measures.
- Execute compliance operational activities by deploying various tools and techniques to contribute towards Compliance assurance, including the appropriateness of the review scope, identifying key risks, and maintaining adequate evidence.
- Ensure that the critical Compliance and regulatory risks have adequate review coverage across the business.
- Liaise with departments to understand related workflows and propose efficient and compliant improvements as required.

About You:

- University Degree holder, preferably in Banking/Finance/Business or a related field.
- The position holder must have at least 3 years' experience in quality assurance, permanent control, operations, Compliance, or other related areas in the financial services industry.
- Compliance background with relevant risk and audit exposure is essential.



Other skills required for the job:

- Good communication skills
- Ability to build rapport.
- High attention to details
- Strict work ethics
- Excellent research, problem-solving and negotiation skills
- An analytical mindset
- Excellent stakeholder engagement