



The Zoroastrian Co-operative Bank Limited
(Multi-State Scheduled Bank)
The Bank that is Big on Tradition & Trust

JOB PROFILE OF CHIEF COMPLIANCE OFFICER

QUALIFICATION	: Graduate with CAIIB
WORK EXPERIENCE	: Banking experience of 10 years of which minimum 3 years should be at Senior Management level in Audit / Finance / Compliance / Legal / Risk Management functions.
CTC	: As per industry standards
JOB PROFILE	: <ul style="list-style-type: none"> • The candidate will be responsible for overseeing and managing Compliance issues. • Must possess thorough knowledge in all matters related to compliance in order to ensure that the Bank is in compliance with various regulatory requirements and the employees are in adherence with internal procedures and policies. • Must develop, implement and manage Compliance Programme. • Co-ordinate with Regulatory Authorities. • Plan, implement and oversee risk related programs. • Create and co-ordinate proper reporting channels for compliance issues. • Develop compliance communications. • Any other work entrusted by the Bank from time to time. <p><u>Key Performance Areas:</u></p> <ul style="list-style-type: none"> • Apprise the Board and Senior Management on regulations, rules and standards and any further developments.

	<ul style="list-style-type: none">• Provide clarification on any compliance related issues.• Conduct assessment of compliance risk (at least once a year) and to develop a risk-oriented activity plan for compliance assessment. The activity plan should be submitted to the Audit Committee of Board (ACB) for approval and be made available to the internal auditor.• Report promptly to the Board / ACB / MD & CEO about any major changes / observations relating to compliance.• Periodically report on compliance failures, breaches, etc. to the Board / ACB and circulate the same to concerned functional heads.• Monitor and periodically test compliance by performing sufficient and representative compliance testing. The results of the compliance testing should be placed before the Board / ACB / MD & CEO.• To examine sustenance of compliance as an integral part of compliance testing and annual compliance assessment exercise.• Ensure compliance of supervisory observations made by RBI and / or any other directions in both letter and spirit in a time bound and sustainable manner.
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