



JOB DESCRIPTION – RISK MANAGER

Job Title: Risk Manager

Department: Legal and Compliance

Reports To: Head of Compliance

Job Overview

As the Risk Manager at Trendie, you will play a pivotal role in safeguarding the organisation's operational, financial, and reputational integrity by identifying, assessing, and mitigating potential risks. Your responsibilities will encompass the development and execution of comprehensive risk management frameworks, conducting thorough risk assessments, and working collaboratively across departments to implement robust risk control measures. This role is integral to ensuring the organisation's long-term resilience and maintaining compliance with regulatory and industry standards.

Key Responsibilities

- **Risk Strategy Development:** Lead the creation, implementation, and continuous refinement of a robust risk management strategy and associated policies, ensuring a proactive approach to identifying, assessing, and mitigating risks that could affect the organisation's operations and objectives.
- **Risk Assessments:** Conduct comprehensive risk assessments on a regular basis, spanning operational, financial, legal, and reputational domains, ensuring the timely identification of emerging risks and their potential impact on the organisation.
- **Cross-Departmental Collaboration:** Partner with department heads and key stakeholders to develop and implement targeted risk mitigation plans tailored to specific operational risks, fostering a cohesive and company-wide risk management culture.
- **Monitoring and Reporting:** Continuously monitor risk management activities, evaluate the effectiveness of implemented risk controls, and prepare detailed reports for senior management and the Board, highlighting key risk exposures and recommending appropriate actions.

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- **Regulatory Compliance:** Ensure that all risk management practices are in full compliance with relevant local and international regulatory requirements, industry standards, and company policies.
- **Employee Training and Awareness:** Develop and deliver risk management training programs to ensure employees are well-informed and engaged in risk awareness, creating a culture of proactive risk management throughout the organisation.
- **Incident Response and Prevention:** Lead investigations into incidents or events that pose potential risks to the organisation, analyse root causes, and develop strategic prevention plans to reduce the likelihood of recurrence.
- **Industry and Risk Trend Awareness:** Stay abreast of current industry trends, emerging risks, and innovations in risk management practices to ensure the company's strategies remain effective, dynamic, and forward-thinking.

Qualifications and Experience

- **Education:** A Bachelor's degree in Risk Management, Finance, Business Administration, Law, or a closely related field is essential. Postgraduate qualifications in risk management or related areas will be highly regarded.
- **Professional Experience:** A minimum of 5 years of experience in risk management, compliance, or a similar role within a corporate or highly regulated environment, with demonstrated success in developing and implementing risk management strategies.
- **Risk Management Expertise:** Advanced understanding of risk management principles, frameworks, methodologies, and tools, with the ability to apply these to a dynamic organisational context.
- **Analytical Proficiency:** Strong analytical skills, with the ability to interpret complex data, perform detailed risk assessments, and provide data-driven insights and recommendations.



Skills and Competencies

- **Communication and Influence:** Exceptional communication skills, both verbal and written, with the ability to influence and engage stakeholders across all levels of the organisation on risk-related matters.
- **Multitasking and Prioritisation:** Strong organisational skills, with the ability to manage multiple projects and risk management initiatives simultaneously, while ensuring a high degree of accuracy and attention to detail.
- **Problem-Solving:** Proven problem-solving skills, capable of devising effective solutions for complex risk issues, and guiding departments through practical and strategic responses.
- **Technical Proficiency:** Advanced proficiency with risk management software, tools, and reporting platforms, ensuring efficient monitoring and reporting of risks and associated mitigation strategies.
- **Integrity and Discretion:** Uncompromising integrity and discretion, particularly when dealing with confidential or sensitive risk-related information.

Working Conditions

This is a full-time, office-based role with occasional travel required for conducting risk assessments, attending external audits, or participating in industry forums. Given the nature of the position, a high degree of professionalism and confidentiality is required, particularly when handling sensitive matters.

Key Performance Indicators (KPIs)

- **Risk Mitigation Effectiveness:** Successful implementation of risk mitigation strategies, leading to measurable reductions in identified risks and potential financial or operational losses.
- **Timeliness and Accuracy in Reporting:** The quality and timeliness of risk reporting to senior management, including the precision of risk forecasts and action plans.
- **Incident Response:** The speed and effectiveness of responses to risk-related incidents, including the implementation of corrective measures and the prevention of recurrence.



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- **Employee Engagement in Risk Management:** Active participation and engagement of employees in risk management programs, including their understanding and application of risk mitigation practices.
- **Strategic Alignment:** Consistency in aligning risk management activities with the organisation's strategic objectives and business goals.

Company Values and Culture

At Trendie, we prioritise foresight, accountability, and operational excellence. As a Risk Manager, you will be expected to embody these values, working proactively to manage risks that could impact the organisation's success, while fostering a culture of continuous improvement and risk awareness.

Career Development Path

The Risk Manager role offers strong career advancement opportunities. With experience and demonstrated success, progression to more senior roles such as Senior Risk Manager, Director of Risk Management, or Chief Risk Officer (CRO) is achievable. Additionally, there are opportunities to specialise in niche areas of risk management, including financial risk, operational risk, enterprise risk management, or regulatory compliance.

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