

DILOSK

Job Description	
About Dilosk	Dilosk DAC trading as Dilosk and ICS Mortgages is a Retail Credit Firm regulated by the Central Bank of Ireland. Dilosk manages a portfolio of residential mortgages and also originates new Irish residential Buy- to-Let and PDH mortgages.
Role title:	Compliance Manager
Department:	Regulatory Compliance
Reporting to:	Head of Compliance
The role:	<p>We are seeking a compliance manager to assist the Head of Compliance in Dilosk with the following:</p> <ul style="list-style-type: none">• Preparing monthly and quarterly Compliance Reports.• Maintaining the regulatory registers (e.g. F&P, Conflicts of Interest etc.).• Reviewing company policies to ensure they are compliant with all relevant regulation/legislation.• Conducting Compliance Risk Assessments.• Collaborating with external regulatory authorities when needed.• Ensuring the delivery of the annual Compliance programme.• Monitoring the regulated activity performed by Dilosk's 1st line business functions and its service providers through scheduled and themed monitoring reviews to ensure regulatory obligations are met, particularly in the areas of Anti Money Laundering, Data Protection and Consumer Protection.• Risk management within the company, populating and maintaining risk registers, co-ordination of risk committees and taking minutes.• Regulatory projects.• Being familiar with and keeping up to date with all statutory and regulatory requirements and relevant guidance applicable to Dilosk's business model.• Staying informed of emerging statutory and legal requirements and reporting to the Head of Compliance accordingly.

DILOSK

About you (Skills and Personal Profile)	<ul style="list-style-type: none">• Minimum 3 years' experience in a similar role.• Familiarity with industry practices and professional standards.• Adaptability with the ability to prioritise and work under pressure.• Excellent communication skills with very strong written skills.• Integrity and professional ethics.• Excellent IT skills - proficiency in MS Office, excel and word.• Good analytical skills and attention to detail.• Ability to act on own initiative and an organised approach to work.• Good judgement, confidentiality and discretion.• A track record of liaising with business stakeholders in the effective delivery of objectives.• Ability to operate autonomously to drive deliverables and to work collaboratively as part of team.
Qualifications	<ul style="list-style-type: none">• ACOI/LCOI qualification (preferred).