

Job Description Template for BANKING COMPLIANCE

Job Title: Banking Compliance

Industry: [Insert Industry – e.g., BFSI, ITeS, Healthcare, etc.]

Location: [Insert Location]

Salary Range: [Insert Salary]

Department: [Insert Department]

Work Hour Allocation: [Insert Details]

POSITION OVERVIEW

We are seeking a Banking Compliance professional to ensure adherence to financial regulations, internal policies, and risk management frameworks. This role is essential to maintaining operational integrity and regulatory compliance within the organization.

ABOUT THE ORGANIZATION

[Insert Company Name] is a [Insert Industry-Specific Description] institution known for upholding ethical standards and transparent banking practices. Our compliance function plays a critical role in building stakeholder trust and sustaining institutional credibility.

Level of Experience / Expertise Requirements

(Use as per requirement)

Entry Level (0–2 years): Assist with compliance audits, documentation, and data validation.

Mid-Level (3–5 years): Conduct regulatory reviews, risk assessments, and internal training.

Senior Level (6+ years): Lead compliance strategy, interface with regulators, and oversee governance programs.

JOB PROFILE SPECIFIC QUALIFICATION

(Add more if required)

- Bachelor's or Master's degree in Law, Finance, or Risk Management
- Familiarity with RBI guidelines, AML, KYC, and banking regulations
- Experience with audit processes and compliance software tools

ROLES AND RESPONSIBILITIES

(Use as per level of expertise you require)

- Maintain compliance documentation and support audit checks (Entry Level)
- Assist in tracking regulatory changes and updating internal policies (Entry Level)
- Conduct internal risk assessments and compliance monitoring (Mid-Level)
- Facilitate regulatory reporting and liaison with compliance teams (Mid-Level)
- Train employees on compliance standards and ethical conduct (Mid-Level)
- Manage governance policies and ensure enterprise-wide compliance (Senior Level)
- Handle escalated non-compliance incidents and initiate corrective actions (Senior Level)
- Coordinate with regulators and present audit findings (Senior Level)

Skills Required (Technical + Behavioral):

- Regulatory knowledge and compliance oversight
- Analytical thinking and risk detection
- Documentation accuracy
- Communication and training delivery
- Integrity and ethical judgment

ABOUT PMAPS

PMaps is India's leading visual-based talent assessment platform, offering 500+ job-specific psychometric assessments, AI-powered interview tools, and seamless integrations with leading ATS and LMS systems. Trusted by top organizations, we help you hire smarter, reduce hiring time by up to 75%, and cut hiring costs by up to 65%.

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