



WILLIAM GRANT & SONS

ROLE PROFILE

Role Title	Global Compliance Manager
Internal Reference	CEN-0297
Business Unit / Group Function	Central Services
BU Team / Sub-Function	Legal
Location	Singapore
Team Leader Role	Head of Legal Compliance
Role Level	4A
Team Members	No
Role Purpose: As the Global Compliance Manager, you will lead and drive comprehensive compliance programs and activities across various markets. Your proactive approach will establish a robust compliance and controls framework, ensuring key controls are identified and monitored continuously.	
Accountabilities <ul style="list-style-type: none">• Strategic Support: Assist the Head of Legal Compliance in forming and delivering impactful legal compliance programs and initiatives.• Training & Development: Plan and conduct engaging compliance training sessions on critical topics.• Policy Management: Draft, review, and maintain up-to-date legal compliance policies and procedures.• Data Analysis & Reporting: Analyse compliance trends and statistics, preparing insightful reports for the Executive Board and Business Unit Boards.• Investigations: Conduct thorough internal investigations, evaluate evidence, draft comprehensive reports, and recommend actionable next steps.• Portal Management: Oversee and enhance legal compliance portals, including Gifts and Hospitality (G&H), Anti Bribery and Corruption (ABC), and Know Your Customer (KYC).• Query Resolution: Address a wide range of legal compliance queries, providing expert guidance on G&H, ABC, and KYC matters.• Escalation Point: Serve as a key escalation point and support for the Legal Administrator regarding KYC, ABC, and G&H queries.• System Evaluation: Continuously evaluate and refine compliance systems and technologies, leading the implementation of innovative solutions to improve monitoring and reporting functions.	