

Job Description

Job Title	Director, Compliance Analysis		
Job ID	11002		
Date Opened	07/30/2020		
Date Closed	08/28/2020		
Location	1050 1st Street, NE		
Full/Part Time	Full-Time	Type of Appointment	MSS - Reg Appt
Regular/Temporary	Regular		
Agency	SR	Insurance, Securities and Bank	
Area of Consideration	Open to Public		
Grade	15		
Bargaining Unit	CH11	Non Union - Chapter 11	
Minimum Range	\$119,706.000000	Maximum Range	\$167,586.000000
Target Openings	1	Available Openings	1

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General Job Information

Introduction

This position is located within the Office of the Deputy Commissioner for Market Compliance at the Department of Insurance, Securities and Banking. The primary purpose of this position is to ensure compliance with District of Columbia and Federal laws and Department regulations in the distribution and management of financial products and services provided to District residents and businesses. The incumbent develops and coordinates financial services information from industry sources, conducts research and analysis of market data and develops guidelines for "best practices" within industry sectors and monitors implementations.

DUTIES AND RESPONSIBILITIES

Serves as Director of Compliance Analysis, Office of Market Compliance. Plans, implements and coordinates activities related to provisions for consumer advocacy services in the administration of insurance, securities and banking laws and regulations by supervising the DISB consumer complaint process and resolving complaints.

Establishes a functional process and reporting regimen to evaluate the effect of current and proposed financial products and services on individual and business consumers. This includes research and analysis of changes in market conditions which affect design, development, access/distribution, utilization and expected results of financial products and services, and recommending adjustments to Department evaluation guidelines.

Identifies and defines current and emerging financial market issues that affect design, development, access/distribution, use, and expected results of financial products and services provided to individual and business consumers in the District.

Conducts market segment studies, develops programs, initiatives, and recommendations, and develops industry sector guidelines to accomplish objectives as follows:

Research and analyze information leading to the development of regulatory policies based on best practices that strengthen and assure consumer protection during changing market conditions. Develop guidelines and monitoring procedures specific to market segments and types of transactions.

Coordinate information about consumer protection issues and concerns to improve regulatory process for licensing producers and new products approval and developing inquiries for financial examinations. Work with Associate Commissioners to identify changes in market conditions, determine regulatory actions to be taken, review the status of guideline implementation, and identify additional areas of concern for consumer protection.

QUALIFICATIONS AND EDUCATION

Applicants must have one (1) year of Specialized Experience that has equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression.

Bachelor's Degree is preferred.

LICENSE AND CERTIFICATION

None

Working Conditions/Environment

The work is typically performed in an office setting, but the incumbent may from time to time be required to perform duties outside of the office. The incumbent may be required to carry and lift light items such as books and files weighing no more than 25 lbs.

Other Significant Facts

Promotion Potential: No known promotion potential

Duration of Appointment: MSS - Managerial Supervisory Service

This position is At Will. At will employment applies to the Management Supervisory Service (MSS). All positions and appointments in the MSS serve at the pleasure of the appointing authority and may be terminated at any time with or without cause.

Tour of Duty: 8:15 a.m. to 5:00 p.m.

Pay Plan, Series and Grade: MS-0301-15

Collective Bargaining Unit: Non-union

Position Designation: The position has been deemed security sensitive. Accordingly, the incumbent will be subject to pre-employment checks (criminal background checks, consumer credit check, traffic record checks, if applicable) as a condition of employment, and will be subject to periodic criminal background checks for the duration of your tenure.

" If the position you are applying for is in the Career, Management Supervisory, or Educational Services at an annual salary of one hundred fifty thousand dollars(\$150,000) or more, you must establish residency in the District of Columbia within one hundred eighty(180) days of the effective date of the appointment and continue to maintain residency within the District of Columbia throughout the duration of the appointment."

EEO Statement: The District of Columbia Government is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.