



BNP Paribas is a key player in international banking, has a presence in 65 countries, with more than 190,000 employees, including nearly 145,000 in Europe. The Group supports all its customers - individuals, associations, entrepreneurs, SMEs and institutions – in the success of their projects through its financing, investment, savings and protection solutions in a changing world.

Corporate & Institutional Banking division offers tailored financial solutions for corporate and institutional clients. BNP Paribas has 200 years history in Europe and a firm position in Hungary for 30 years.

In its Corporate & Institutional Banking BNP Paribas also enjoys strong positions in the Central Europe region, with branch offices in 5 countries (Hungary, Check Republic, Romania, Bulgaria, Greece), serving 9 countries.

BNP PARIBAS, Hungary Branch is looking for a

Regional OPC Expert in Functions Controls OPC team in permanent term contract, based in Budapest

Responsibilities:

Permanent control framework and risk management

- In line with Group requirements, performs functions (non-CIB business) control activities and reports them in Group systems (as applicable).
- Performs the monitoring of control execution of all LOD1 controls – performed locally or nearshored/outsourced – by closely working together with the Business Controls OPC team and other LOD1 units, Head office CCCO functions
- With the supervision of the CE Head of OPC and Functions Controls OPC Team leader, maintains and updates the Local Control Plan for LOD1 functions controls. This includes – but is not limited to:
 - Cascading of Generic Control Library / Central Control Library controls to Local Control Plans
 - Supporting the applicability analysis exercises

Public



- Supporting the definition of control evidences
- Preparation of materials for check and challenge and validation.
- With the strong support of CE Head of OPC, performs the execution of functions related Risk Control Self-Assessment (RCSA) exercise, including assessments, check and challenge and sign-off activities.
- Where applicable, provides methodological support on OPC initiatives to OPC teams and LOD1 functions.
- Participate on various projects and initiatives related to Internal controls.

Incident management

- Liaising with other involved stakeholders, investigate the root cause, propose remediation actions and report in Group tools incidents related to functions activities.
- Defines and proposes remediation actions in case of control deficiencies in the processes. Reports these cases to all required stakeholders (e.g. process owners, management).

Governance and reporting

- Contributes to the preparation of local ICCs and TICC committees
- Reports to the ICCs, TICC, and other (regular or ad hoc) stakeholders (e.g. Head Office functions, LOD2) the results of LOD1 control activities, RCSA results. Highlights unsatisfactory, marginally satisfactory control results, or other sources of operational risks (as appropriate).
- Contributes to the following activities with the functions controls team members:
 - ad hoc and periodic reporting of
 - status of procedures
 - Audit and Permanent Control Action measures
- Contributes to the following activities related to audit and permanent control actions – with the support of Business OPC and other LOD1 functions,
 - Regular follow-up and monitoring of measures
 - Audit coordination in case of audits
- Contributes to the EMEA regulatory interaction reporting exercise by collecting and registering regulatory interactions from in-scope entities to the Group reporting tool.

Procedures management

- Monitoring, cascading of Group procedures/policies
- Management, monitoring and administration of local procedures (MyProcedures tool) and non procedures

What qualities do we look for?

- University / College degree of economics / business administration
- Good general knowledge of the Bank, its activities and products
- Knowledge of the fundamental principles of banking and banking operations
- 5+ years of professional experience
- Sound knowledge of operational risk management and mitigation
- Fluency in English, and any of CE languages applied is an advantage.
- Sound level of interpersonal and communication skills
- Be a good team player and also able to work individually
- Execute tasks in a high level of quality



- Ability to take a global approach and a good sense of risk
- IT and analytical skills

What we offer?

- Inspiring networking opportunities regionally in Central Europe and internationally within a global BNPP Group;
- Being part of a prestigious, ethical and sustainable global company;
- Market leading trainings, on-the-job training program;
- Working with a diverse team and belonging to an inclusive community;
- A stimulating multinational environment in a top quality office, based in Budapest, at the heart of the new downtown;
- A competitive remuneration package and flexible social benefit package with:
 - Large yearly cafeteria package
 - Extensive Private Health Insurance program
 - Language training support
 - Company Social events
 - Parking place
 - Free fruits in the office;
- Flexible working environment, with partial home-office opportunity;
- Attention to employee well-being and work-life balance