
Corporate Compliance Officer Resume

Job Objective

Seeking organization with the potential to expand and grow in which my Corporate Compliance Officer skills can be utilized to their fullest.

Highlights of Qualifications:

- Extensive knowledge of Investment Adviser's Act of 1940
 - Solid experience in Fixed Income environment
 - Proficient with effective compliance programs
 - Proven managerial skills
 - Strong interpersonal and communication skills
 - High level of ability to multi-task in a dynamic environment
 - Strong ability to organize compliance training programs
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Professional Experience:

Corporate Compliance Officer
Nycomed US, Enterprise, AL
August 2005 – Present

- Established a compliance committee to look after company's compliance procedures
- Enforced compliance standards through effective strategies.
- Detected offenses and recommended corrective plans.
- Supervised entire aspect pertaining to investment advisory compliance program
- Supervised compliance training programs.
- Ensured regulatory reporting as required.
- Participated in the staff development programs.

Corporate Compliance Officer
Ivans, Enterprise, AL
May 2000 – July 2005

- Developed and reviewed BI Code of Conduct
 - Implemented Code of Conduct throughout BI efficiently.
 - Provided advisory support to internal compliance department members and business units.
 - Acted as resource person for entire aspect of compliance procedures and guidelines.
 - Developed and executed compliance-related policies.
 - Maintained corporate Compliance reporting systems.
 - Resolved all issues pertaining to corporate compliance standards and procedures.
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Education:

Bachelor's Degree in Business
Stephens College, Columbia, MO

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