

JOB TITLE	Technology Risk and Governance Analyst
DEPARTMENT/TEAM	Technology & Change

OUR HISTORY

Hansard Global Plc is a listed company on the London Stock Exchange since 2006. The focus of the Hansard group is the international sale of life assurance products with a primary focus being on unit-linked products to ex-patriate customers based in various countries around the world. There is a truly global feel to Hansard, with a workforce based across the Isle of Man, Ireland, Malaysia, and Japan working together to achieve our goals.

Please visit [Hansard.com](https://www.hansard.com) for further information.

THE ROLE

The Risk & Governance Analyst is responsible for supporting the effective operation of the Technology & Change risk and governance framework. The role ensures that risk, control, policy, audit, outsourcing and regulatory activities are coordinated, monitored and reported in a timely and consistent manner.

Working closely with Technology leadership, risk owners and key stakeholders, the role helps maintain a strong control environment through the management of risk assessments, risk registers, policy reviews, supplier governance and audit activities, while supporting compliance with internal standards and regulatory requirements.

KEY RESPONSIBILITIES

- Support the effective operation of the Enterprise Risk Management Framework within Technology
- Maintain the Technology Risk Register ensuring risks, controls and actions are accurately documented and regularly reviewed.
- Facilitate regular risk and control reviews with Technology Management and risk owners, ensuring the effectiveness of controls.
- Support and conduct risk assessments, including assessments for Technology, change initiatives, new services, outsourcing arrangements and material suppliers.
- Facilitate and support Technology internal and external Audits
- Coordinate, review, update and report on policies, procedures and registers within the department
- Support Technology & Change outsourcing and procurement processes; including onboarding, annual reviews and risk assessments
- Support adherence to regulatory requirements (GAP analysis)
- Timely and accurate reporting of activities, priorities and escalation where required.

PERSONAL AND PROFESSIONAL REQUIREMENTS

SKILLS AND EXPERIENCE	ESSENTIAL OR DESIRABLE	METHOD OF ASSESSMENT
Experience working within a risk, controls, Audit and/or governance role.	Essential	CV/Interview
Strong understanding of risk management and control frameworks, including risk assessments, root cause analysis (RCA), corrective and preventative actions, remediation planning, control monitoring and continuous improvement activities.	Essential	CV/Interview
Demonstrates initiative, accountability and a sense of ownership for delivering outcomes.	Essential	CV/ Interview
Effective communicator with strong organisational and coordination skills, able to manage competing priorities and maintain attention to detail.	Essential	CV/Interview
Strong analytical and problem-solving skills, with the ability to evaluate risks, identify root causes, assess impacts and support effective practical solutions.	Essential	Interview
Ability to produce prompt, accurate, clear and concise reporting	Desirable	Interview
Experience performing GAP analysis identifying areas for improvement and supporting areas for remediation	Desirable	CV/Interview
Ability to work with senior managers, risk owners, auditors and suppliers	Desirable	Interview
Experience using AI tools to support risk management, governance and control activities, while ensuring appropriate governance and responsible use of AI.	Desirable	CV/Interview
Relevant Risk, Governance, Audit or IT certifications (ie IRM Certificate in Risk Management, ISO 27001 etc)	Desirable	CV/Interview
Knowledge of the Financial Services	Desirable	CV/Interview

OUR VALUES AND BEHAVIOURAL COMPETENCIES

We are passionate about how we do things at Hansard and in supporting an environment where our people can thrive.

Built around our core values of **Respect, Integrity, Quality, Trust** and **Innovation** and guided by our behavioural competencies, it's important that you play your part in supporting our Culture and execute your key responsibilities in line with these Values and Competencies.