



Job Description Compliance Officer

We look to satisfy the needs of containment and protection of fish to all companies in the essential aquaculture and fishing industry, through integral solutions, local presence and global experience with a reliable track record proven by our more than 100 in business. We play a critical role in serving our communities.

Join the Badinotti team! We offer:

- a progressive work environment that supports opportunity and diversity
- a great team
- training opportunities
- a competitive salary
- a robust Covid-19 Protocol
- employee referral program
- employee recognition program
- a safety-first work environment

General Description:

Reporting to the HR Manager, the **Compliance Officer** will be located at our office in beautiful Campbell River, BC or surrounding area and will mainly be responsible for supervising and handling issues related to compliance with laws or regulations, including making sure that the company is up-to-date with its licensing requirements.

Duties and Responsibilities:

- Mastermind compliance policies and protocols on behalf of the organization
- Develop and implement a compliance program to ensure the organization operates in accordance with state and federal laws
- Determine compliance metrics and establish a system for tracking them
- Sign off on any marketing and advertising collateral to ensure it is compliance
- Remain up to date on federal and state laws related to the organization and update policies accordingly
- Perform compliance audits to determine whether establish protocols are being followed and where they can be improved
- Maintain up to date written documentation and policies related to the organization's business activities
- Create compliance resource library for staff members to reference when they have questions

Qualifications and Requirements:

- 5+ years' prior experience in risk management or compliance roles
- Must have, or be willing to obtain, a compliance certification
- Superior attention-to-detail in order to identify and correct risky practices
- Must be a strong communicator and capable of expressing oneself clearly both speaking and in writing
- Possess a collaborative personality and be open to suggestions from team members
- Exemplify strong knowledge of industry protocols and best practices
- Excellent analytical skills and ability to accurately interpret complex documents and policies
- Strong time management and organizational skills and able to meet deadlines
- Should have a strong moral code and sense of ethics