

About Comgest:

Comgest, a global asset management group with a single focus on equities, is 100%-owned by employees and founders. This broad partnership – of over 35 years – drives an unconstrained, quality growth and responsible investment approach that is applied to both developed and emerging markets. With headquarters in Paris and offices across Europe, Asia-Pacific and North America, Comgest serves investors around the world who share our long-term investment horizon.

We are committed to attracting a talented and diverse workforce, and to fostering an open, collaborative culture of inclusivity because we believe multiple perspectives lead to more informed investment and business decisions. We welcome people with diverse life experiences, fresh ideas, and specialised subject-matter expertise.

Job description:

We are currently seeking to hire an **Internal Control and Monitoring Officer** to work with our Compliance & Internal Control department, located in Comgest Asset Management International Ltdⁱ (CAMIL), Dublin. The Internal Control department monitors the activities of the other departments in order to ensure the adherence to policies and procedures and performs on-going monitoring of controls across all departments. The individual performing this role will work on internal control and operational risk matters. This is a temporary contract for 18 months. The Internal Control and Monitoring Officer reports to the Head of Compliance.

General Overview of Responsibilities:

- Ongoing monitoring and testing of controls pursuant to the Internal Control Plan.
- Provide recommendations for strengthening of controls and improving process efficiency, in line with best practice.
- Maintenance of documentation framework and review of policies and procedures.
- Ongoing monitoring of Outsourcing Arrangements and Vendor Management, including maintenance of the Outsourcing Service Provider and Vendor Register.
- Assist with the co-ordination of the ISAE 3402 and the Internal Audit Plan and ensure recommendations are implemented.
- Assist with scenario testing connected to the Operational Resilience Framework.
- Ad hoc duties as required.

Experience/ Requirements:

- The ideal candidate will have a minimum 3 years' + experience in an internal control or audit role within the financial services industry (preferably asset management/ funds).
- Excellent communication and interpersonal skills.
- Organised, analytical and detail orientated with strong follow-up commitment.
- Able to prioritise tasks and work on multiple assignments.
- Proficient in the use of Microsoft Office (Excel, Word & Outlook).
- Fluency in English (French would be an advantage but is not essential).

ⁱ CAMIL is regulated by the Central Bank of Ireland. It is an Investment Firm authorised pursuant to the Markets in Financial Instruments Directive II ("MiFID II"). It is also registered with the Securities Exchange Commission ("SEC") in the United States as an Investment Adviser.

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