



Senior Manager, Insurance Compliance

Location: This position may be based in any city in Canada.

Application Deadline: May 30, 2022

Our organization:

Founded in 2017, Wellington-Altus Financial Inc. (Wellington-Altus) is the parent company to Wellington-Altus Private Counsel and Wellington-Altus Private Wealth –the top-rated* wealth advisory company in Canada and one of Canada's Best Managed Companies. With more than \$20 billion in assets under administration and offices across the country, Wellington-Altus identifies with successful, entrepreneurial advisors and portfolio managers, and their high-net-worth clients.

*Investment Executive 2021 Brokerage Report Card

The opportunity:

Reporting to the Vice-President, Compliance – Advisor Experience, the Senior Manager, Insurance Compliance will play an important role as an Insurance Compliance subject matter expert conducting supervision and compliance activities for the insurance business at Wellington Altus Insurance Inc (WAI).

Key responsibilities include:

- Acting as a compliance subject matter expert for matters related to supervision and compliance of the insurance business at WAI.
- The creation and maintenance of an updated Insurance Compliance Policy and Procedures manual.
- The creation and maintenance of an updated Insurance Policy Servicing framework.
- Fostering and maintaining strong, collaborative relationships with internal and external stakeholders, and promoting a strong culture of compliance.
- Participating in other compliance and supervision related projects and initiatives, as assigned.
- Performing other duties as assigned.

The ideal candidate will possess:

- 10 years of experience of insurance experience.
- Valid insurance licensing.
- An undergraduate degree in business, finance, economics or a related discipline, or equivalent experience and education.
- Successful completion of the CSC and CPH courses is considered an asset.
- Superior knowledge of Individual Life, Living Benefits and Group Benefits Insurance.
- In-depth knowledge of the insurance regulatory framework in Canada, proficiency with insurance rules and regulations and provincial securities legislation.
- Expertise with insurance policy documents, both internal and external.
- Exceptional interpersonal skills, ability to communicate effectively and work collaboratively.
- Advanced proficiency with the Microsoft Office suite; including Word, Excel, PowerPoint, Outlook, and proficiency with Zoom and social media platforms.
- Strong organizational skills and the ability to effectively manage changing priorities and in a high volume, fast-paced work environment.
- Excellent written communication skills.



- Practical problem-solving skills and demonstrated sound professional judgement.
- Strong attention to detail, with a sense of ownership and responsibility.
- An ability to work independently.

Conditions of employment:

- Must be legally eligible to work in Canada.
- A background check, satisfactory to the employer, may be required of the successful applicant prior to commencing employment.

Wellington-Altus is strongly committed to equity and diversity within its community and welcomes applications from women, racialized persons, Indigenous peoples, persons with disabilities, and persons of all sexual orientations and genders. All qualified individuals who would contribute to the further diversification of our organization are encouraged to apply.

If you require accommodation for the recruitment process, please let us know at the point of application.

To apply:

Click [here](#) to submit your resume, cover letter and salary expectations; you may also email your resume to careers@wellington-altus.ca for review.

You will be contacted if you are selected for an interview. More information about working at Wellington-Altus can be found on our website at www.wellington-altus.com.