

ROLE REFERENCE SHEET

Compliance Analyst

Compliance Analyst · Regulatory Compliance & Monitoring

The analyst who tracks regulatory obligations, tests compliance controls, maintains policies, and prepares the reporting that keeps the organization examination-ready.

WHAT THE ROLE OWNS

- Regulatory change tracking
- Compliance testing
- Policy and procedure upkeep
- Issue and investigation support
- Training records
- Exam and audit support
- Compliance metrics
- AI and data-use obligations tracking

FRAMEWORKS

- Applicable industry regulations
- NIST CSF
- ISO/IEC 27001
- SOC 2

TYPICAL CERTS

- CRCM · CCEP · CAMS
- CISA · CGRC

2–4+ yrs

Experience

Regulatory

Monitoring and testing

IC role

Reports to Compliance Mgr

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