



## **Compliance Officer**

Cognism is the smart all-in-one marketing and sales acceleration solution. We provide organizations a GDPR compliant way to prospect leads and enrich data and are a next-generation revenue intelligence platform that uses AI to help customers discover their next best business opportunity. Our service is used for B2B lead enrichment, lead generation and marketing/sales automation. Currently we already have 200+ clients and have released native applications for Salesforce and Microsoft Dynamics.

Our specialities include - Lead Generation, Sales, AI, ABM, Outbound, Data Cleaning, Email Verification, Data Enrichment, Outbound Marketing, Lead Prospecting and GDPR.

### **Job purposes:**

This role reports to the COO and as our Compliance Officer, you are responsible for ensuring that Cognism complies with its internal and external regulatory requirements and policies. In short, you are responsible for making sure that Cognism plays by the rules and is watertight in terms of its responsibility to the data it holds.

### **Responsibilities:**

- Perform risk assessments to understand risk level, significance, and scope
- Review, check and carry out continuous review of contracts for new and existing clients
- Keep up to date with, and understand, relevant laws and regulations
- Monitor compliance with laws, regulations, and internal policies
- Ensure that your findings are recorded and followed up with management so that issues can be rectified
- Educate employees on not only the regulations, but also the impact on the organisation if these are not complied with
- Investigate irregularities and non-compliance issues
- Report back to business functions on current risk and compliance performance
- Highlight or escalate areas of concern
- Contribute to robust and effective compliance controls within the organisation
- Review marketing materials, presentations, and websites to ensure compliance with regulatory requirements
- Assist in the gathering of internal information in response to regulatory requests

- Perform various general administrative duties (such as file creation and maintenance of ongoing administrative projects)
- Collaborate with other departments to create a culture of complianc

**Requirements:**

- You will be an experienced Compliance Officer with circa 5 years of experience
- Any previous experience of working in the Technology sector would be advantageous but is not essential.
- You will have a strong working knowledge of GDPR and CCPA regulatory requirements
- Solid experience of data processing
- Excellent Data Protection experience
- Experience of working with internal and external stakeholders in various geographies