

Senior Associate, Data Privacy

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Company: Mufg Investorservices

Location: Australia

Category: other-general

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Job Description

Reporting to the Data Protection Officer, this role involves working as an expert on APAC Data Protection laws in Malaysia, Australia, Singapore & Hong Kong. This is an exciting opportunity to join a growing and dynamic team with a global remit. Key responsibility includes the following:

- Monitor updates to all applicable data protection laws and guidance, writing memos, conducting gap analysis against data protection policies and procedures and working with the business to close out gap's identified
- Action assigned tasks in the data protection compliance annual mandate and compliance monitoring plan
- Review of Data Protection provisions in contracts, such as vendor contracts, client contracts and intra-group agreements
- Initiate, review and monitor data protection assessments and the identified risks, working with the business to get these completed and exercise diligence during reviews
- Contribute to training and awareness exercises
- Provide input to board reports, committee reports, forums, policies and procedures, as well as any adhoc materials as required
- Contribute to the drafting, maintenance

and distribution of privacy notices, sub-processor lists, data protection policies and procedures as well as contributing to client / regulator information requests – Request for Proposals, Due Diligence Questionnaires, ad-hoc requests, audits etc. ensuring that source material is kept up to date and accurate Assist with the review and assess the likelihood and severity of personal data breaches and provide guidance to the business in line with legal requirements Assist with responding and administering of data subject rights exercised Qualifications Strong knowledge of data protection laws in Malaysia & Australia, with a good understanding of GDPR Fluent in Malay and English, written and spoken Have demonstrable experience of working in data protection, preferably in a Compliance or Legal department in a global organisation Additional Information Experience something Brilliantly Different with a career with MUFG Investor Services. Who are we? In a nutshell, MUFG Investor Services is part of the Mitsubishi UFJ Financial Group family, and we partner with over 480 loyal global investment firms to provide them with administration, asset services, banking, and fund financing. We're in 14 global locations and provide an exceptional hub of Brilliantly Different talent to thrive.

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