



---

## ESG & Compliance Manager

FLEMISH BRABANT

### External Description

#### ESG & Compliance Manager

#### Objective

The ESG and compliance manager is:

- Fully accountable end-2-end for ESG results (reporting, improvement initiatives, etc) within the Global Cross Border business unit and is the main SPOC for group ESG team and towards the ESG data owners and stewards within the different entities/departments of Cross Border Global in order to implement the ESG-strategy set by bpostgroup to become a committed ESG player in all markets where the group is active.
- Responsible for initiating and leading projects to improve ESG elements within Cross Border Global.
- Fully accountable end-2-end for ERM (reporting, controls, audit) within Cross Border Global and SPOC for group ERM and towards the different entities/departments of Cross Border Global in order to achieve the mission and strategic goals with regard to sustainability at Cross Border Global level.
- Responsible for internal audit findings follow-up for all Cross Border Global entities and first contact for any other compliance matter or projects coming from the group or external parties in respect of the Global Cross Border business unit in order to strengthen internal control and decrease risks that could threaten bpostgroup's strategic objectives.

#### Main tasks

1. Is responsible for the appropriate reporting of the Environment, Social and Governance (ESG) figures for Cross Border Global and coordinates initiatives to achieve the Corporate targets:

- Translates the bpostgroup ESG strategy into an ESG strategy, KPI's and roadmap for Cross Border Global in order to achieve the mission and strategic goals with regard to sustainability
- Establish and integrate ESG KPI's in performance discussions
- Implement CSRD in Cross Border Global by determining the right metrics and data elements necessary to report to the group
- Assist the data owners in selecting the right data, automating the extraction of data, documented and stored properly

- Coordinate initiatives to improve our ESG figures in close collaboration with the business and group representatives
- Assists in providing the requested information to internal and external auditors and dealing with any audit requests
- Support training initiatives towards the ESG community of Cross Border Global
- Develop and support knowledge initiatives by convincing internal stakeholders of the right priorities for Cross Border Global and external stakeholders that Landmark Global is the best sustainable partner to do business with.

2. Is responsible for implementing and maintaining an appropriate Enterprise Risk Management (ERM) approach for the Cross Border Global business unit

- Translates the bpostgroup ERM strategy and global risk assessment into a tailored risk approach for Cross Border Global
- Determines appropriate answers to the risk components of the Cross Border Global unit and makes sure initiatives are taken by the different business teams to control the risks
- Tests and reports on the controls in place that mitigate, reduce or compensate for the risks
- Contributes to the yearly review of the risk assessment
- Reports to the management team on a regular basis on the status of the ERM for Cross Border Global

3. Is responsible for following up on the internal audit (IA) recommendations after an audit in one of the Cross Border Global business units

- Participates to meetings with the bpostgroup audit team when audit findings are discussed and recommendations are agreed
- Follows-up with the business team for a timely implementation of the recommendations
- Proposes initiatives to the business teams to address, solve or mitigate audit recommendations and follows-up on execution of it
- Reports on a quarterly basis to the Cross Border Global and the internal audit teams upon status and progress of the implementations

4. Is responsible and first contact for any other compliance matters or projects (eg. Parsec) coming from bpostgroup or external parties in respect of the Cross Border Global business unit

- Makes the link between bpostgroup central teams and the appropriate business contacts within Cross Border Global entities
- Translates the requests into practical action points tailored to business teams
- Consolidates answers from the business and reports to the bpostgroup central team or external parties on any such aspects

5. Is responsible for projects in Cross Border Global in order to achieve the ESG-strategy and targets set by bpostgroup to become a committed ESG player in all markets where the group is active and to be a competitive player.

- Initiates and leads projects worldwide
- Manage stakeholders in the different Cross Border Global entities and at bpostgroup corporate level

- Follows-up on progress of the projects with the project members in the different entities of Cross Border Global
- Directs, guides, gather data from the ESG Data Owners and the ESG Data Stewards in the different entities of Cross Border Global in order to contribute to the realization of the project objectives
- Lead and motivate a functional team
- Engage with Stakeholders & motivate them to take actions to improve our performance in ESG.
- On a regular basis, align with ESG spocs of the BU's on the several targets, action plans and status. Ensure they are rolling out the initiative in a way to achieve the ESG group targets as set by ESG Committee.

## **Profile**

- Masters degree
- 5 years of relevant experience
- International experience to build and leverage multi cultural relations
- Advisory capability and acting as a business partner
- Perfect knowledge of ENG, Dutch or French is a plus
- Conceptual & analytical skills
- Knowledge of internal controls
- Experience in controlling activities
- Solid knowledge of project management
- Solid knowledge of related expert functions in order to brief & challenge them adequately: IT, Legal, Regulatory, Finance, Operations, Sales & Customer Service, Costing,...
- Solid knowledge of regulations and legal framework (commercial law, competition law, ESG law)
- Solid knowledge of process management
- Solid knowledge of organization and operational network and processes within bpostgroup
- Solid knowledge of MS office