



# Compliance Officer

Experience level : **Intermediate**

Activity : **Group**

Office : **Geneva**

If you are passionate about meeting client needs, want to challenge the status quo and be part of an innovative environment and future, the Syz Group can bring you what you are looking for. Working at Syz takes a blend of collaboration, entrepreneurial spirit and willingness to pull together. In return for your talent and dedication, you can expect a fast-paced, stimulating work environment, a flat hierarchy with direct access to senior leaders, a culture hungry for innovation and the opportunity for your voice to be heard and your ideas to be listened to.

*Do you have a key interest and demonstrable experience in Compliance with exposure to international regions?*

We are currently looking for a Compliance Officer to join our Compliance department within the Private Bank. The purpose of the role is to provide pro-active Compliance support to the Front Office and ensure the provision of quality, timely and accurate guidance on established internal guidelines and standards, as well as external regulations. The role also ensures the execution of the 2nd level of defence activities controls.

Join us in shaping the future of the Group and let your career thrive in this challenging yet immensely rewarding role.

## Key responsibilities

- Ensure the Bank complies with its legal, jurisprudential, regulatory, and ethical framework relating to compliance activities, in particular the prevention of and fight against money laundering, sanctions & embargoes, and market abuse
- Carry out material (e.g., KYC, Tax Compliance) and formal (e.g., CDB, QI, FATCA, CRS) analysis with respect to account openings and changes of circumstances
- Perform 2nd level of defence controls – material, formal and transactional analysis – with respect to periodic reviews
- Fulfil transaction monitoring duties with respect to anti-money laundering, sanctions and embargoes and/or market abuse
- Conduct investigations and perform reporting duties to MROS
- Maintain regular contact with other departments of the Bank to offer quality guidance and advice in relation to Compliance matters
- Participate in specific Compliance missions upon request of the Head of Compliance or other managers with the Compliance department

## Your profile

### Education:

- University degree in Law, Economics, or Finance
- Certificate of Advanced Studies (CAS) in Compliance in Financial Services is an advantage

### Professional Experience required:

- At least 5 years' experience in a similar position within a bank in Switzerland

### Soft skills:

- Analytical thinker with an ability to prioritise multiple tasks and meet tight deadlines
- Excellent resistance to stress with the ability to work under pressure
- Ability to summarise complex topics to drive practical outcomes and to make sound decisions or proposals, including escalation when appropriate, in respect of applicable rules and related risks

- Team player, adaptable, flexible, and willing to help other team members
- Strong interpersonal, communication and presentation skills

**Technical skills:**

- Solid understanding of the regulatory environment, particularly of the Swiss framework
- Good knowledge of standard Microsoft office tools – proficiency in Excel an asset

**Languages:**

- Fluent in French and English, another language is an asset

**Swiss Residence requirements?**

- Only residents in Switzerland will be considered