

SERVICE SPECIALIST – INTERNATIONAL TEAM

Are you fascinated by the rapid changes in the financial market? SwissComply is a leading company specializing in licensing applications and the outsourcing of compliance, risk management and legal services for Swiss financial service providers.

To strengthen our international team, we are looking for an enthusiastic professional with experience in asset management for third parties to provide support to the Compliance, AML and Risk Management mandate leaders.

As a service specialist, you will be responsible for providing mandate leaders and clients (Swiss financial service providers such as portfolio managers, trustees and family offices) with competent and comprehensive support. You enjoy working in an environment of knowledgeable and multi-cultural specialists and playing an active role in supporting our team and clients.

We offer you an interesting environment in a growing and innovative company in the financial sector. You can expect a challenging job in an extremely dynamic environment with short decision-making paths and the necessary freedom to contribute and realize your own ideas.

What you bring with you:

- Completed higher education with a focus on finance/legal/compliance or comparable qualification.
- Professional experience at a financial institution or in a consulting firm in the area of AML & Compliance in external asset management and ideally with additional experience in risk management.
- Sound knowledge of Swiss financial market legislation (including FinIA, FinSA, CISA, AMLA, AMLO; CDB 20).
- Strong knowledge and experience in client onboarding (natural persons and legal entities), KYC reviews, and due diligence checks.
- Independent, solution-orientated and proactive way of working.
- Resilient team player with good communication skills.
- Decisiveness and assertiveness.
- Proficiency in MS Office (Word, Excel and PowerPoint).
- Very good written and spoken German and English. Additional language skills in Russian, French, Italian and Spanish are a great advantage.

Are you ready to take on a job that will challenge and develop you both professionally and personally? We look forward to receiving your application by e-mail to wilma.groth@swisscomply.ch. If you have any questions about the job advertisement, please contact Mrs. Wilma Groth at +41 44 541 06 24.