



Mirabaud is an international banking group that provides a clientele of private and institutional investors, companies and finance professionals with highly customised investment, private banking and asset management services.

Headquartered in Geneva, Mirabaud has evolved steadily over the years and now employs over 700 staff who, through their experience and expertise, perpetuate the entrepreneurial spirit that has guided the bank since its foundation in 1819. The Group now conducts its **Wealth Management, Asset Management and Securities** businesses in the main financial centres around the globe and has offices in Switzerland, the UK, Luxembourg, France, Spain, Italy, Canada, the United Arab Emirates, Brazil and Uruguay.

Our WM - Risk & Compliance - DU team within our Wealth Management department in Dubai is looking to add:

Compliance Officer

Main Responsibilities:

- Promote risk-based compliance approach throughout the company by implementing a strong due-diligence process, compliance controls and suitability assessment on customers and third parties;
- Support the business and ensure compliance with all relevant regulations, support RM's and MMEL departments for compliance related queries;
- Review the Compliance Monitoring Plan ("CMP") by keeping it up to date with the national and international regulations;
- Conduct quarterly compliance controls in line with the CMP;
- Perform KYC onboarding controls for new clients and KYC reviews for existing clients;
- Review accounts in line with the procedures and regulations for submission to the client acceptance committee;
- Review and clear filtering and screening alerts;
- Assist the MLRO for daily transactions monitoring and filing of information related to transaction monitoring;
- Assist internal and external audit inspections including follow up on ad hoc requests;
- Conduct proper investigation on notification received from on UN/US/EUR/UAE and UAE sanctions;
- Staying abreast with the changes relating to international sanctions and updating the FATF list of risk countries and risk clients;
- Draft compliance procedures and training;
- Ensure full compliance with Mirabaud Group policies, procedures, systems and controls;
- Perform other tasks assigned from time to time.



Candidate's Profile:

- Bachelor's degree in Law, Finance, Economics or Business Management;
- 3-5 years' experience in a similar role in the banking industry, fiduciary or Trust services;
- Excellent verbal and writing skills in English, any other language is a plus;
- Excellent command of Microsoft Office (Excel, Word and PowerPoint);
- Ability to think ahead (foresee potential risks and problems), ambition paired with patience, humility, and good listening skills;
- Confident in taking responsibility, using initiative and being innovative;
- Proactive, self-motivated, intellectually curious;
- Team spirit, service orientated and helpful.

Mirabaud Group is an Equal Opportunity Employer.

If you are interested in this role, please send your application via email to the following address:

recrutement@mirabaud.com

If you would like to **pursue a career within the Mirabaud Group**, please send us your CV to the same email address.

Notes:

Please be aware that Introductions from recruitment agencies will not be considered.
Only candidates with a suitable profile will receive a response.