



GAZPROMBANK
(SWITZERLAND) LTD

Compliance Officer

Job summary

The position is responsible for the development and maintenance of the Bank's regulatory and financial crime compliance frameworks, reporting to the Head of Compliance.

Main tasks and responsibilities

- Strengthen the Bank's Compliance organization
- Review account documentation for completeness and plausibility
- Conduct due diligence activities
- Perform client on boarding including assessment of KYC, CDB and Tax Compliance
- Update account documentation related to Due Diligence Information
- Monitoring of clients and employees transactions
- Sanctions screening and transaction monitoring
- Promote a compliance culture throughout the Bank

Your profile

- Swiss / EU passport or valid Swiss work permit
- University degree or equivalent
- Advanced education in compliance is a plus
- Relevant experience in compliance within a Swiss financial institution, preferably including a combination of banking, regulatory and/or consultancy tasks
- Strong communication and analytical skills
- Capable of handling multiple projects and working in an efficient, detailed manner
- Ability to analyze and show rigor and reliability
- Fluent English and German, Russian will be an asset

We are looking forward to receiving your complete application.
Please send it to Ms. Severine Boulard hr@gazprombank.ch with remark "Compliance Officer".