

TRUSTMOORE

Would you like to work at one of the finest financial services companies based in Luxembourg?
Would you like to work in a professional, hands-on, informal environment and ready for your next career step?

Then you are the
SENIOR COMPLIANCE OFFICER
we are looking for!

What you will do?

As Senior Compliance Officer, you are part of our compliance department which ensures that Trustmoore in Luxembourg and its clients comply with all applicable laws and regulations, as well as supervisory requirements and internal policies and procedures. However, the definition of 'compliance' within Trustmoore covers much more than rules. Our compliance agenda is not solely driven by regulations; we take time and effort to ensure that our processes are fit for purpose in order to understand and manage our risks. As every client is different, we look for a balanced approach rather than relying on rigid procedures and check lists. In this role you will work closely with finance and legal account managers active in different business lines, in assuring Trustmoore's compliance with local laws and regulations on a client level.

You will work in Trustmoore's compliance department in Luxembourg and report directly to the Head of Compliance in Luxembourg. You work closely together with other compliance officers globally and you will be also part of our global Risk and Compliance community, maintaining Trustmoore's high international standards of business integrity. Summarized as a senior compliance officer, you contribute to our compliance department in the broadest sense.

The main responsibilities are:

- Providing ad-hoc advice and guidance to the finance and legal account managers on the full range of compliance topics, including AML, sanctions, privacy, conflicts of interest, outsourcing, licensing etc. in accordance with the relevant regulations;
- Providing support to the financial and legal account managers as well in the process of client acceptance and client file reviews, ensuring accuracy and completeness of the client files;
- Assisting legal and financial account managers with compliance issues during the client's life cycle (client acceptance due diligence, transaction monitoring, periodic reviews, and exit);
- Providing training and support to the business to continuously enhance awareness and understanding of compliance risks and regulations;
- Establishing and implementing effective and pragmatic processes and procedures to mitigate compliance risks;
- Taking part in various compliance projects and working groups;
- Acting as sparring partner for other compliance officers
- Participating in Client Acceptance Meetings, Internal Compliance Meetings, Business Compliance Meetings;
- Acting as back-up for the Head of Compliance Luxembourg

Where will you be working?

Working at Trustmoore means working in a dynamic company with great colleagues and an international environment. At Trustmoore, we score as a team and our colleagues are on top of their game. Trustmoore is a boutique-style corporate service provider with four lines of business Fund Services, Structured Finance & Capital Markets, Multi Family Office Services and Corporate Expansion Services. We pride ourselves of working with well-known law offices, notaries, tax advisors and banks. We want to excel in what we do, nothing more, nothing less. Word of mouth marketing is the best form of advertisement for us.

You will be working in one of the most beautiful areas of Luxembourg. Our office is easily accessible by both private and public transport. You will receive a competitive salary, holiday allowance, 26 vacation days and international career opportunities in our other offices. You can also benefit and participate in:

- TM Academy with soft skills, knowledge and leadership development trainings;
- Regular BBQ, social and sport events with your colleagues;
- Our annual ski trip;
- Interaction with more than 30 international colleagues in Luxembourg and more than 170 colleagues worldwide;

How do you fit in the team?

As a Senior Compliance Officer, you need to manage ad-hoc activities next to your daily work. In this position, you need to prioritize what is important, have a hands-on and independent work mentality and be able to deal with stress. A helicopter view is required, you are proactive, know what you are capable of, possess good communication skills and not afraid of asking questions.

Other relevant qualifications for this profile:

- Master's degree in a relevant study (e.g. Law, Economics, Criminology) supplemented with a Compliance degree;
- Minimum of 5 years of compliance experience in the financial services industry with ambitions to grow into a head of compliance- role;
- Familiar with compliance systems and processes;
- Experience with compliance issues relating to regulatory and governance requirements and curiosity about regulatory developments;
- Understanding of risk management;
- Affinity with integrity, culture and governance requirements;
- Strong organizational and effective communication skills;
- A professional and hands-on work mentality;
- Proven team spirit;
- Strong interpersonal and presentation skills;
- Self-starting mentality, taking initiatives;
- Excellent communication skills in English (orally and in writing);

Do you recognize yourself in this profile? We can't wait to meet you!

If you have any questions about the position or about Trustmoore please contact Vincent van Pampus and/ or Florine Wahrenburg by email Vincent.vanpampus@trustmoore.lu and/or florine.wahrenburg@trustmoore.lu.

About us

We make success possible. Success for our clients by providing high-quality services, however also success for our colleagues by providing you with personal and professional growth opportunities to help you reach your full potential. Just as we help our clients reach their goals. The foundation of our success is delivering true value through long term relations. That applies to our clients and colleagues. We're in it for the long run, that creates value for us and for you. This results in a very personal and informal company culture with a healthy work-life balance. We are proud of that and we call it being professional in a non-corporate way.

Do you want to learn more about us?

Check our website <https://www.trustmoore.com/careers/>

By sending in your personal details for this job application, you give your consent that those details will be saved in our database for application purposes. After the termination of your application procedure, we will delete your details from our database. Obviously, we will treat your details with care, with confidentiality and we will not share those with third parties.