COMPLIANCE OFFICER
Management companies and AIFMs

mebs provides a suite of independent governance solutions to the financial sector.

In the context of the development of its business, mebs is recruiting a Compliance Officer to support its clients.

Job description:

You will provide compliance support to mebs clients, including management companies and AIFMs, both in the traditional and alternative investment fund sectors.

Your role includes, inter alia:
- Drafting and reviewing policies, procedures and reports;
- Developing and implementing compliance monitoring programmes;
- Developing, reviewing and updating compliance templates and tools;
- Keeping clients up to date on new regulatory developments;
- Participating in projects implementing regulatory developments impacting the investment fund business;
- Liaising with internal and/or external parties on compliance matters.

Your profile:

- University degree or equivalent;
- Good understanding of traditional and alternative fund businesses;
- Strong knowledge and experience of the Luxembourg regulatory environment for the investment fund business as well as anti-money laundering and counter-terrorist financing requirements;
- Strong analytical and technical skills;
- Ability to translate regulatory and business requirements into operational process;
- Fluency in both **English and French** (other European languages considered an asset);
- Organised, flexible, committed, reliable, able to manage several tasks, and focused on delivering quality;
- Open-minded and eager to develop;
- Proficient user of Microsoft Office applications.

The offer:

- A collaborative working environment in an innovative firm;
- An international, highly motivated and results driven team;
- Valuable training opportunities.

If you are interested in this position and meet the job requirements, please apply by email to Françoise de Jongh: fdejongh@mebs.lu

mebs is an equal opportunities employer and is committed to the principle of diversity.

mebs conducts background checks on individuals offered employment with the company and employment with mebs is conditional upon individuals successfully completing these checks.