PR/095605 | KYC Director

Job Information

Recruiter
JAC Recruitment Singapore

Job ID
1554800

Industry
Bank, Trust Bank

Job Type
Permanent Full-time

Location
Singapore

Salary
Negotiable, based on experience

Refreshed
August 26th, 2025 02:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Business Level

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

• Perform due diligence reviews and identify key risks in KYC information for the onboarding of new client accounts; with a particular focus on High-risk clients including Politically Exposed Persons on a timely manner in accordance to the Bank's Policies and Procedures.
• Performs plausibility assessment of clients' source of wealth (SOW) and work with Front Office to ensure independent corroboration.
• Conduct screenings and perform first level screening assessment via SmartkKYC on account related parties and SOW companies.
• Document Client Onboarding Assessment with a clear articulation of the potential AML, reputational and Sanctions (where applicable).
• Provide high quality advice and training to stakeholders with respect to due diligence measures and on applicable internal policies and local regulatory expectations;
• Collaborate closely with the relevant stakeholders including other Compliance teams, Relationship Managers, Business Managers and Senior Management to ensure a thorough due diligence assessment
• Support in diverse tasks including audits, inspections, regulatory reporting; and
• Participate in various projects including system enhancement and process improvement initiatives, working closely with stakeholders to define business requirements, conduct user acceptance test, ensure proper business integration and provide post implementation support;
• Provide any other additional ad-hoc support to the Client Due Diligence/Compliance team as and when is required.

Requirements / Competencies:

- 8-10 years of relevant experience within Compliance or audit, with a strong focus on the AML/CDD function within the Private Banking Sector.
- Thorough knowledge of AML regulatory requirements - (i) MAS Notice on the Prevention of Money Laundering and Countering the Financing of Terrorism (ii) Effective AML/CFT Controls in Private Banking.
- Thorough record keeping abilities with attention to detail.
- Effective communicator with excellent interpersonal skills will be vital in managing internal stakeholders and fostering collaborative relationships within the Bank.
- Ability to multi-task and work well in a fast-paced environment.

We regret to inform that only shortlisted candidates will be notified.
Appreciate your understanding.
EA: JAC Recruitment Pte. Ltd.
EA Licence: 90C3026
EA Personnel: R1110469
EA Personnel Name: Zhong Zhengnan, Paul
#LI-JACSG #countrysingapore

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description