



CR/096372 | Periodic Review Officer

募集職種

人材紹介会社

ジェイ エイ シー リクルートメント シンガポール

求人ID

1569035

業種

銀行・信託銀行・信用金庫

雇用形態

契約

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2025年12月16日 10:37

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

流暢

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

COMPANY OVERVIEW

Our client is a leading global wealth management group, offering personalized investment solutions and advisory services to high-net-worth individuals and families worldwide.

JOB RESPONSIBILITIES

Client Management (Internal & External)

- Build strong relationships with key stakeholders such as Front Office, Client Documentation Services (CDS), KYC/AML Onboarding, AML Investigations, and Risk Management teams.
- Assist the Head of AML/KYC and the Head of Periodic Review in managing Compliance's review of existing client relationships, portfolios, and accounts, as well as assessing new or incremental KYC/CDD risks identified during the client relationship lifecycle.

- Collaborate with and guide local and overseas Relationship Managers (e.g., Hong Kong, Thailand, Dubai) in their periodic review submissions, including KYC profile changes, account structure updates, and newly identified adverse news or risk elements.
- Provide support for ad-hoc KYC/CDD-related matters and respond to inquiries from regulators, auditors (internal and external), and Head Office.

Business Management

- Review client profiles for the relevant periodic review period to ensure compliance with internal requirements and the latest regulatory standards on AML/CFT/CDD; verify completeness, consistency, and accuracy of KYC information, adequacy of source of wealth ("SOW") narratives, and plausibility assessments.
- Perform client risk assessments and due diligence analysis, focusing on high-risk profiles.
- Identify and address incremental AML/KYC risks noted during periodic reviews, including escalation of concerns.
- Conduct name screenings (Google, World-Check, Factiva) to support periodic reviews.
- Review transactions during the relevant period to ensure alignment with the client's risk profile and investigate any suspicious activity.
- Participate in projects, process improvements, and discussions related to KYC/CDD.

Regulatory Responsibilities & Risk Management

- Demonstrate appropriate values and behaviors, including but not limited to honesty and integrity, due care and diligence, fair dealing (treating customers fairly), managing conflicts of interest, maintaining competence and continuous development, ensuring adequate risk management, and complying with applicable laws and regulations.
- Ensure KYC/CDD issues are properly identified, assessed, and documented.
- Escalate promptly when KYC/CDD measures cannot be completed, particularly in cases where suspicious activities or conduct are identified.

JOB REQUIREMENTS

- Minimum of 3–5 years' experience in KYC Onboarding, Periodic Review, and/or AML roles within Private Banking or Wealth Management.
- Strong academic background and solid understanding of the Private Banking and Wealth Management industry.
- In-depth knowledge of MAS 626 Notice and related guidelines.
- Proven experience in managing AML/CFT-related regulatory inspections, audits (internal and external), and strategic projects.
- Proficiency in MS Word, Excel, and PowerPoint.

Working Location: Singapore

Tey Tai Nian (R1552289)

JAC Recruitment Pte. Ltd. (90C3026)

#LI-JACSG

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会社説明