

BKN Capital S.A. is an authorised Alternative Investment Fund Manager (AIFM) specialised in building, operating and distributing Alternative Investment Funds (AIF). We deliver turnkey fund solutions for alternative investments in a complex regulatory environment. Based in Contern, Luxembourg, we are a premium boutique provider of independent fund management services for institutional investors, asset managers, bank and non-bank lenders.

To support our continuous growth, we are now looking to recruit a

(Junior) Compliance Officer

Part-time / full-time position

Job description:

As member of our compliance team, you will support the compliance function and AML/CFT services of the company. The role covers the full operational cycle of an investment fund and will involve the support of ad-hoc project duties.

You will work directly with the Compliance Officer. As part of the team the candidate will contribute to the performance of the following tasks:

- Perform regulatory watch on local and global regulatory developments
- Perform AML/CTF and KYC checks on clients and counterparties
- Assist Compliance Officer in preparation of formal reporting
- Assist Compliance Officer with due diligence and delegates oversight
- Support performance of internal controls, as per the Compliance Monitoring Plan
- Support Compliance Officer in dealings with authorities and auditors
- Support AML/RC services offered to our clients

Your profile:

- Hold a Bachelor or Master degree, preferably in economics, finance or law
- Have 2 to 3 years of professional experience in compliance, KYC, and/or AML from working in the investment fund sector, or with audit firms, depositaries, central administrators
- General understanding of the investment funds industry, its legal and regulatory environment
- Good presentation and communication skills
- Ability to work independently and take initiative
- Good command of Microsoft Office applications
- Fluency in English is mandatory, knowledge of German is a clear advantage.

If you are looking to take the next step in your professional career, please send your resume to recruiting@bkncapital.lu.