

POSITION: Compliance officer

MAIN SCOPE:

This role primarily involves overseeing, monitoring and reporting on the emerging risks, to guarantee that company business processes and transactions follow all relevant legal and internal guidelines.

Directly reports to: General manager

Based in: Vilnius

KEY RESPONSIBILITIES:

- Regularly review existing internal procedures, practices and documents to ensure they are in line with all regulations and laws in Lithuania;
- Conduct regular audits to identify areas of non-compliance and initiate solutions to address identified risks;
- Review and create AML policies and procedures related to the AML Compliance program and AML sanctions laws/regulations;
- Monitor and report non-compliance issues to business functions and management and work with staff to correct them;
- Provide sound and practical advice on compliance with the regulatory requirements and general compliance matters;
- Develop and assist with maintenance of compliance policies and procedures;
- Participate in introducing new company products in order to implement AML/CFT/KYC requirements properly;
- Monitor the day-to-day operations of Company's AML/CTF program and keep communication with the Bank of Lithuania, the Financial Crime Investigation Service;

- Ensure regular internal communication of any changes in anti-money laundering or anti-terrorist financing legislation, policies and procedures, construct AML/CFT-related content for staff training programs.

KEY REQUIREMENTS

- University degree in finance, economics, law or relevant;
- Proven 2+ year experience in a compliance role in a financial institution;
- Up-to-date knowledge on compliance and applicable regional regulations;
- Knowledge of risk management techniques, market practice, awareness of emerging market developments;
- Knowledge in governmental and financial regulations and laws to full compliance in company processes.
- Fluency in English is obligatory;
- CAMS, CRCP certificates and similar is an advantage
- Experience in working in a fast - paced business environment and maintaining accuracy and attention to detail;
- An aptitude for continuous learning;
- Ability to work in the team and contribute to the internal initiatives;
- Being mindful of cultural differences across a diverse organization.

**Please email your updated CV and covering note to:
ken.oshaughnessy@b4bpayments.com**