

Job Title: Compliance Officer	Reports to: Compliance Manager
Department: Compliance	Date: July 2020
Main purpose of the job:	The role of Compliance Officer is to support the Legal and Compliance Department and the organisation, in addressing the organisation compliance checks and queries, carrying out due diligence, risk assessments and compliance checks, execution of strategies to prevent money laundering and combating finance terrorism.
Duties and responsibilities:	<ul style="list-style-type: none"> • Assist the Compliance Manager and Chief Compliance Officer in compliance matters • Responsible for the end-to-end process of the ongoing monitoring process, including compliance reports and Customer Due Diligence review report • Ensure compliance to all laws and regulations, including Card Schemes Rules • Prevent merchants being maintained that create money laundering or reputational risk to the organisation • Research and understanding AML typologies and then apply the characteristics to interrogate transaction data to identify unusual activity • Assist the Compliance Manager and Chief Compliance officer in undertaking risk assessment and risk management, and determine the ML/FT risks • Assist in implementing a comprehensive and risk-based approach, an analysis of money laundering and terrorism financial risks across portfolio and operational exposed to the organisation • Internal and external queries in relation to compliance matters • Responsible for escalating any findings and prepare compliance risk report • Assist the Compliance Manager in develop, initiate, maintain, revise, uphold and monitor procedures in accordance to compliance processes • Carry out investigations and periodic onsite visits (risk assessment) when necessary and required
Experience, Qualifications and Skills:	<ul style="list-style-type: none"> • Degree (or equivalent) or comparable work experience required. Must have 1 to 2 years relevant local working experience in a compliance role • Broad and/or in-depth technical compliance knowledge in relation to AML/CFT • Knowledge of regulations and procedures • Experience in Banking and Financial Services industry, in particular to card schemes and other alternative payments, will be considered as an asset
How to apply:	Please send your CV to our Talent Acquisition team at hr@acquiring.com

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