

HSBC Service Delivery (Czech Republic) s. r. o. seated in Ostrava is a member of HSBC Group, one of the largest banking and financial services organizations in the world with international network of over 10.000 offices in more than 80 countries and territories in Europe, the Asia-Pacific region, the Americas, the Middle East and Africa. Currently we are looking for candidates for the position of:

KYC Remediation Analyst

Role purpose:

Client On-Boarding and Account Maintenance (COBAM) Team's objective is to provide customer groups with a single, global on-boarding and account maintenance service to deliver high-quality client service, robust client diligence, process excellence and standardization across each on-boarding function from one integrated global team. KYC (Know Your Customer) function of COBAM is responsible for providing centralized KYC production, validation of clients in support of both client on-boarding and periodic maintenance of client information.

The role of the Remediation Analyst is to ensure HSBC is compliant with all relevant regulation and Group policy. The objective is to achieve this by review and update of KYC profiles and undertake necessary due diligence.

Key responsibilities:

- Ensuring KYC due diligence reviews are undertaken to the required quality and detail on a timely basis,
- Ensure documents are indexed and loaded in the document image system,
- Analyze the risk associated with the client from a technical perspective,
- Perform research via internal and external sources, gather and analyze documentation in accordance with regulatory and KYC requirements,
- Working effectively with key stakeholders using strong influencing skills to ensure mutually satisfactory resolution of key issues and the respective responsibilities are understood and discharged,
- Working in a pressurized, time-sensitive environment.

Experience/skills required:

- Minimum 2 years of experience in a Financial institution with experience of due diligence,
- Experience with a legal practice or other business servicing the financial sector is an advantage,
- Secondary School/University degree - preferred in economics, legal, banking or business area,
- Fluency in English,
- Knowledge of the wide range, and complex variety, of fund/corporate structures is an advantage,
- Working knowledge of Lexis-Nexis, World-Check, and Banker's Almanac is much appreciated,
- Understanding of US PATRIOT Act, Bank Secrecy Act and other AML regulatory framework would be an asset,
- Analytical skills in respect of a wide variety client types, financial institutions, quoted companies, private companies, hedge funds, funds,
- Ability to work well under pressure with high degree of accuracy,
- Computer literacy (MS Office),
- Flexibility to work in two shifts.

We offer:

- Interesting career path in an international organization,
- Challenging job in dynamic team,
- Competitive and motivational salary and professional growth,
- Employee benefit package (meal vouchers, 5 weeks of vacation, sick days, pension scheme program, contributions for sport and cultural activities, share saving program etc.)

Contact:

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