

Job Detail

Senior Level

Position Title	Urgently looking Compliance Officer /In-house lawyer /legal counsel / paralegal candidates Osaka & Tokyo
Recruiter Company	SK Global Co Ltd
Company Name	JP Career
Activated / Updated	2024-05-22 / 2024-05-22
Job Type	Legal/Patent - Legal (Compliance Officers) Legal/Patent - Lawyer/Patent Attorney - In-house Legal/Patent - Paralegal
Industry	Banking/Securities
Location	Asia Japan Osaka Asia Japan Tokyo Asia Japan
Job Description	<p>15 legal jobs in Tokyo Osaka available</p> <p>Job Description</p> <p>KEY RESPONSIBILITIES</p> <p>Periodically review the adequacy of customer information and ensure that the information is up to date. Periodic review /Enhanced due diligence (EDD) of high-risk accounts including PEP/NGOs/NPOs/Charities/Clubs/ Societies/ Associations etc. along with embassy accounts, embassy staff accounts, exchange companies, etc.</p> <p>Check that all account opening requirements are completed as per the bank's policy and local regulations. Ensure that proper KYC and CDD are conducted to establish customer profiles including the source of income and proper name screening against negative lists.</p> <p>Investigate all suspicious transactions reported by staff. Maintain a register of all suspicious transaction reports made by the employees to the CCO and their reviews. Provision of guidance to branch staff on how to avoid tipping off.</p> <p>Respond promptly to any requests for information by CCO in relation to money laundering prevention, investigation, or compliance.</p> <p>Keep updated with latest regulations / instructions pertaining to AML / CFT / KYC / PF / TBML issued by Local & HO Regulator. Suggest to CCO all necessary controls for AML-CFT are implemented as per regulatory requirements.</p>
Company Info	Leading global bank
Qualifications	<p>Required Skills</p> <p>Ensure that name screening for all prospective new and existing customers is carried out on an ongoing basis against UN, EU, OFAC list, and other additional lists as per local regulatory requirements.</p> <p>Assist CCO in the timely update of all manual lists and/or database systems. In case of a positive match, the branch should not provide any banking service to the proscribed entity, as per NBP HO Policy.</p> <p>Also assist CCO in the filing of SAR/STR with the regulatory entity, in line with local regulations. Maintain an MIS for all such accounts and share them with CCO Japan.</p> <p>Perform test-checks / review of transactions on a regular basis to ensure NBP is adhering to prescribed regulations and internal practices including prevention of money laundering.</p> <p>Detect and monitor large currency transactions at NBP to ensure such transactions are not being conducted for illegitimate purposes.</p> <p>Prepare quarterly reports with emphasis on AML-CFT, TBML risks and share them with CCO. Report any exception or irregularity identified during review and testing</p>

	<p>of transactions to the CCO</p> <p>Support the CCO by recommending required AML-CFT related training for the branch staff.</p> <p>Assist the CCO to update and implement controls for the Japan Branch.</p> <p>Assist the dissemination of correspondences from regulators and their record-keeping and other matters as assigned by the CCO.</p> <p>Assist to provide drafts on required submissions, self-assessments, reports, and policies/procedures related to areas under their purview</p> <p>Perform any other task as assigned by CCO.</p>
English Level	Native Level
Japanese Level	Native Level
Salary	JPY - Japanese Yen JPY 6000K - JPY 17000K
Salary Description	<p>Social Insurance</p> <p>Commuting/ Transportation Allowance</p> <p>Relaxation Facilities</p> <p>Education/ Training</p>
Holiday Description	<p>Five-Day Workweek</p> <p>Summer Holidays</p> <p>Winter Holidays</p> <p>Refresh Holidays</p> <p>Paid Holidays</p> <p>Congratulatory or Condolence Leave</p> <p>Child-care Leave</p> <p>Sick Leave</p>
Job Contract Period	full time