

CAREER OPPORTUNITY



COX HALLETT
WILKINSON LIMITED
BARRISTERS AND ATTORNEYS

Compliance Officer

The CHW Group of companies has a challenging opportunity for a Compliance Officer. We seek to attract a talented individual who has demonstrated an ability to excel in a dynamic, team-based environment.

General duties of the position include:

- Developing and maintaining AML/ATF and general compliance policies and procedures in accordance with regulatory requirements for the legal practice, trust company and corporate service provider company;
- Liaising with the Bermuda Barristers' and Accountants' AML/ATF Supervisory Board and the Bermuda Monetary Authority on regulatory matters;
- Monitoring and reporting to the Board of Directors on all compliance matters;
- Assisting with the inbound compliance requests from banks, investment companies and other requestors;
- Providing in-house training and testing and maintaining all records;
- Supervising assistants.

The successful candidates will possess the following qualifications and skills:

- Bachelor's Degree;
- Proven previous experience in compliance;
- Knowledge of compliance and regulatory matters, specifically KYC and AML;
- Outstanding interpersonal skills with the ability to work as a team member with a supportive and diplomatic approach;
- Strong verbal, written and interpersonal skills and the ability to liaise with all levels of management;
- Good technical and project management skills with the ability to work to strict deadlines;
- Excellent computer skills in Microsoft Office, including Word, Excel and Powerpoint. Knowledge of ViewPoint is an asset.

CHW offers a competitive compensation and benefits package.

Applications with resumes should be sent in confidence to:

Karen Skiffington
Firm Administrator
Cox Hallett Wilkinson Limited
Cumberland House, 9th Floor
1 Victoria St.
P.O. Box HM 1561
Hamilton HM FX Bermuda

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Closing Date:
13 November 2018