



PROGRESS. PASSION. POSSIBILITIES.

At KPMG our goal is to be the Clear Choice for our Clients, our People and our Community.

KPMG professionals are individuals who take deep, personal accountability for their work; have a passion for excellence; remain driven to achieve their full potential; and understand the value of building relationships with clients, future clients, their communities, the global firm and each other. A KPMG professional has a strong work ethic, thrives on challenges, and is dedicated to providing outstanding client services.

Assistant Manager

We are looking for an Assistant Manager to join our Central Support Services (CSS) team. The incumbent will be part of the firm's Quality & Risk Management function to assist in implementing and operating of firmwide risk and compliance management processes in line with KPMG Global and local regulatory requirements. This is a multi-dimensional role with several focus areas including day to day risk process and integration, onboarding, system of quality management, regulatory compliance management as well as reporting.

Responsibilities will include, but not be limited to:

- Assist in the design, development, evaluation, and recommendation of various Risk Management guidelines;
- Work collaboratively with various stakeholders (for example, Middle Office, Ethics and Independence, Business Operations, IT Security, and Privacy teams) to help identify and manage key risks;
- Collaborate with client serving teams to identify, recommend, develop, and implement solutions to support continuous improvement of Q&RM processes and workflows;
- Escalate emerging Risk Management issues and findings to function heads and Q&RM leadership;
- Participate in relevant ISQM control execution and documentation;
- Attend and present at functional and Q&RM meetings and trainings as needed;
- Update Q&RM templates and guidance on a regular basis;
- Prepare information and reports for various internal and external regulatory submissions; and
- Participate in adhoc Risk Management projects and initiatives.

The Assistant Manager must have the following qualifications, skills and attributes:

- Three years' experience in a Big 4 setting with strong knowledge of related end-to-end Risk Management and compliance processes;
- Bachelors degree or above in a relevant field (e.g. commerce, law or risk management) preferably with compliance certifications;
- A good understanding of core KPMG Risk Management processes and systems e.g. CEAC, Sentinel etc.;
- Prior experience in using AML/KYC due diligence tools e.g. DDIQ, World-Check etc.;
- Highly organized and strong attention to detail;
- The ability to utilize own area of expertise and knowledge to contribute to improvements in operational processes and policies; combine subject matter expertise and be able to share knowledge with colleagues;
- Strong interpersonal and communication skills with ability to quickly respond to the needs and concerns of client serving teams and various Risk Management stakeholders;
- Advanced Microsoft Excel, PowerPoint, Word and SharePoint skills; and
- Highly motivated and willing to work both in team and independent situations.

To apply for the above position, please visit our careers page at kpmg.bm.

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Deadline to apply is Wednesday, August 3, 2022.

KPMG is an equal opportunities employer.