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# Example of Corporate & Investment Bank-Compliance Job Description

Our company is growing rapidly and is looking to fill the role of corporate & investment bank-compliance. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for corporate & investment bank-compliance

* Develop and execute relevant Compliance monitoring activities
* Following PC Skills are required
* Excel (VBA, Macros) – Advanced
* Access (VBA) – Advanced
* SharePoint (InfoPath / SharePoint Designer) – Advanced
* Qlikview/business object - Advanced

## Qualifications for corporate & investment bank-compliance

* Knowledge and experience of AML and KYC activities across Corporate and Investment Banking businesses and products
* In-depth understanding of audit practices and methodologies
* 5+ years relevant experience in investment bank or broker-dealer operations
* Experience in drafting policies and procedures (specific experience drafting supervisory procedures and compliance policies beneficial)
* 7-10 years of relevant work experience in business analyst / metrics / Business management role
* Ability execute and implement solution in a sustainable manner