

CB IB Operations and Controls - Know Your Client (KYC) Analyst - Associate

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Company: 0799 Deutsche Bank Aktiengesellschaft, Filiale Taipei

Location: Taiwan

Category: other-general

Description

Details of the Division and Team:

KYC Ops team supports the bank in comprehensive Know Your Client (KYC) front to end process, including New Account Opening, Periodic review, Client Static Data Management, and off boarding client for both Investment Banking and Corporate Banking business lines.

What we will offer you:

A healthy, engaged and well-supported workforce is better equipped to do their best work and, more importantly, enjoy their lives inside and outside the workplace. That's why we are committed to providing an environment with your development and wellbeing at its center.

You can expect:

Annual health checkup – cost borne by company (once a year) (above 40years old is TWD10,000 & less than 40 years old is TWD5,000)

EAP – free and confidential counseling, online work-life resources

Annual leaves entitlement

Better Maternity leave

Your key responsibilities:

Manage the client on-boarding request, prepare full set up KYC package in terms of local rule and global policy, performing due diligence, KYC documentation collection and the

risk assessment of the Client, liaising with the Business/Compliance, advising on KYC requirements for new client adoptions.

Perform client outreach, liaise with external client and internal stakeholders on a daily basis to communicate KYC requirements, including Regulatory and Tax requirements. Internal stakeholders involved front office, AML Compliance officer, legal, credit and operational groups across the organization.

Acquire and maintain accurate KYC documentation.

Responsible for conducting KYC due diligence on existing client's Periodic Review stream, analysis of accounts and review client information according to prescribed internal KYC policies and procedures.

Identification and production of information required to satisfy the Banks Know Your Customer due diligence policies and processes.

Execute and review negative media alerts from client screening and escalate where necessary.

Partnership and communicate actions / issues / progress with the IB and CB business line and their supporting teams on current initiatives and open requests.

Meet production target volumes and dates as advised.

Assist team lead & Manager in carrying out projects.

Ensuring accurate client data is capturing in Bank systems.

Update and maintenance of Key Operating and Desk Top procedure

Coordinate Business contingency Management.

Fulfill reporting obligations as required.

Your skills and experience:

5+ years of experience in undertaking Anti Money Laundering and Know Your Customer reviews within the banking and financial institution.

University degree or equivalent combination of education and work experience.

Strong research skills and time management skills.

Ability to work comfortably in a multi functions.

Ability to multitask and manage a high number of priorities.

Ability to deliver to a high standard under pressure and short deadlines.

Excellent problem-solving skills.

An articulate and strong communicator with excellent written & spoken English.

Ability to manage multiple tasks, work in a time sensitive & delivery focused environment.

How we'll support you:

Flexible working to assist you balance your personal priorities

Coaching and support from experts in your team

A culture of continuous learning to aid progression

A range of flexible benefits that you can tailor to suit your needs

Training and development to help you excel in your career

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