



HEAD OF COMPLIANCE/MLRO

Banque Havilland is an independent and privately owned bank, headquartered in Luxembourg with offices in London, Monaco, Liechtenstein, Dubai and Switzerland. The bank offers private banking services to High Net Worth Individuals and families across the globe. The Bank is committed to providing clients with a highly personal and professional service in all aspects of its operations. The success of this strategy is ensured through our team of highly dedicated employees who contribute to a strong service and client oriented culture.

We are currently looking for a **Head of Compliance/MLRO** to join our **Branch in UK**.

Key responsibilities

- Run the UK Branch financial crime and compliance (FCC) and internal controls functions.
- Review and approve/challenge any new accounts in terms of CDD and KYC information.
- Coordinate and document the annual review of PEPs and High Risk accounts, as well as the review of Medium and Low Risk accounts.
- Maintain FCC policies and procedures in accordance with UK regulatory requirements and Group policies and corporate governance guidelines.
- Identify, assess, and manage FCC risks across business activities for the UK Branch.
- Manage the UK Branch's Compliance Monitoring Program and ensure controls are monitored for FCC.
- Ensure compliance to all relevant rules and regulations.
- Liaise with all relevant regulatory authorities where required, including the preparation of all Branch regulatory returns, SARS and STORs and ensure that they are prepared and sent on a timely basis.
- Perform the Money Laundering Reporting Office role for the Branch and the Nominated Officer responsibilities in the UK.
- Provide SME FCC advice to the business and senior management.
- Coordinate compliance training and internal controls training for branch staff.
- Advise all staff on new rules and regulations.
- Appraise the performance of the Branch's staff and assess whether each individual is fit and proper.
- Manage effective due diligence and monitoring program to third parties and vendors.
- Assist in internal and external audits.
- Prepare FCC reports for the Group Chief Compliance Officer.
- Undertake monthly Horizon scanning – to ensure that all new regulatory developments that will impact the business operation are identified.

Minimum profile requirements

- 5+ years of experience in a previously relevant role.
- Degree educated or comparable work experience.
- Ability to work under pressure while maintaining attention to detail and high quality standards.
- Relevant professional development compliance qualifications from ICA, CISI or other professional development body.
- Proven management experience in Compliance and/or MLRO.

- Analytical thinking and problem solving skills.
- Ability to work independently as well as in a team.
- Strong interpersonal, presentation and organization skills.
- Ability to multitask.
- A working knowledge of data protection and GDPR rules.
- Excellent knowledge of the regulations, the key factors and the legislation governing the financial sector in the UK including but not limited to MiFID II, AML, GDPR, local and regional regulations.
- Strong relationship management, communications and influencing skills.

Desirable

- Previous FCA approval as SMF16/SMF17.
- Knowledge of the UK Tax Regulations.
- Fluent in French or another European language.
- Knowledge of screening tools (World-check, Fircosoft, EastNets, Lexis Nexis).
- Understanding of the SMCR rules and implementation of suitability and background checks.

The salary package offered will be commensurate with your professional expertise and experience. This position is available **immediately**. This is a unique and potentially career-defining opportunity for the candidate with the right spirit and experience.

If you are interested in taking this challenging opportunity please send your application (cover letter, CV, supporting references) to the following e-mail address: **careerbh@banquehavilland.com**.

Only shortlisted candidates will be contacted by our HR team.

The personal information you provide in your job application will be treated confidentially at all times and will be processed in accordance with the applicable data protection law, in particular the General Data Protection Regulation (GDPR).

We are an equal opportunity employer, who believes that diversity is good for our people and our business. As such, we welcome applications from candidates without regard to their gender, age, racial or ethnic origin, religion or beliefs, sexual orientation/identity or disability.