

Compliance Associate

Who we are?

ISX Financial EU Plc is an authorised Electronic Money Institution licensed by the Central Bank of Cyprus. The company provides payments, issuance of electronic money, IBAN addressable stored value accounts and KYC identity verification services to eCommerce merchants, regulated sector businesses and consumers.

ISX Financial EU Plc also operates a sophisticated & patented anti-money laundering and anti-fraud system that also provides transactional security to business and retail customers. It is real time and detects the AML issues currently in focus by regulators.

ISX Financial EU Plc is part of the ISX Financial Group of companies. Our inhouse developed platforms allow us to deliver technology and financial services to our customers. The Group employs more than 125 staff located across our offices located in Australia, Cyprus, Lithuania, United Kingdom, Netherlands, USA, Israel, Malta.

Responsibilities include (but are not limited to):

- Ensuring Compliance with the Company's policies and procedures, including, but not limited to: AML/CTF, ABAC, Information security, and data privacy, audit requirements;
- Administration of the initial on-boarding and ongoing operational merchant due diligence and card scheme compliance;
- Undertake due diligence procedures for the onboarding of clients (KYC);
- Ensuring merchants are on-boarded according to ISX Financial's policies and procedures;
- Process applications for the opening of new client accounts into the company's systems for the Purpose of 'Know Your Customer' (KYC);
- Client Liaison for the purposes of requesting, gathering and checking completeness of all merchant due diligence data, information and/or documentation required as per Company Procedures;
- Verifying the data, documentation / information for purpose of including checks of merchant incorporation status via company house/company registrar, regulators, specialist databases and public access databases;
- Identification of significant controllers and beneficial owners;
- Identifying and verifying that merchants hold appropriate licensing to operate in their stated industry sectors, particularly those that are sensitive to AML/CFT risks, which may include but is not limited to: licensing status; geographical location and regulatory limitations or enforcement, sanctions imposed and politically exposed persons in control; Industry type; business credibility;
- Ensuring client status recorded is up-to-date throughout the client lifecycle from on-boarding through to termination;
- Perform the periodic KYC reviews of client accounts;
- Amend existing clients accounts in compliance systems;
- Updating clients' records in compliance folders;
- Receive and review documents and handle filing administration;
- Communication with and support of other departments;

ISX Financial EU PLC

UK FRN - 901034

Co No - HE348009 (CY)

Trading as: ISXPay®, ISXMoney® and flykk®

Authorised by the Central Bank of Cyprus

115.1.3.17 as an E.E.A Monetary Financial Institution

t: +357 22 015 740

a: 1 Makrasikas Street, KBC North, Strovolos, 2034, Nicosia, Cyprus

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- In addition to the above duties, the Employee may from time to time be required to undertake additional or other compliance related duties in accordance with the duties of the Compliance function and the Compliance business .

Skills and Requirements:

- Bachelor's Degree in Finance, Math, Sciences, Law or another related field;
- An interest in Financial Services;
- Experience in client on-boarding, KYC / customer due diligence;
- An understanding of financial crime risks including: money laundering; terrorist financing, fraud or scams;
- Solid analytical, negotiation and problem-solving skills;
- Proficiency in English(both written and oral);
- Time management skills;
- Ability to communicate effectively with other departments within ISX or externally with our clients and business partners;
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The Package:

- Competitive Salary
- Private health insurance plan participation
- Performance Bonus, including mix of cash and share-based scheme of company stock for outstanding performers.

How to Apply

Apply to careers@isxfinancial.com with a full copy of your CV quoting "Compliance Associate". Furthermore, samples of your portfolio will be highly appreciated.

Right to Work

You must have the right to legally reside and work in the Republic of Cyprus or be an EU citizen. Employment is subject to a National Police check.

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