

## Junior Compliance Analyst

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Company: KPMG Lower Gulf Limited

Location: United Arab Emirates

Category: healthcare-practitioners-and-technical

## Job Description

### Junior Compliance Analyst

██████████  
██████████ We are looking for an objective individual at associate 3 level to add value and improve our operations by bringing a systematic and disciplined approach to testing the effectiveness of controls and processes. The successful candidate will possess sound judgement, a keen eye for details and a questioning mind.

### Responsibilities

██████████  
Perform testing to verify the design and operating effectiveness of various System of Quality Management controls covering risk management, ethics and independence, governance, operations, etc. to confirm the member firm's compliance with the requirements of International Standards on Quality Management (ISQM) 1.

Execute testing in line with the Compliance plan to test compliance with KPMG's Global Quality and Risk Management Manual (GQRMM) requirements.

Perform testing to check compliance with Anti-Money Laundering requirements of various regulators.

Appropriately document the results of the testing in the prescribed format (in MS Office documents and within an internally used software), prepare findings document and be able to have initial discussions with relevant stakeholders.

Conduct follow-up testing to confirm remediation of findings.

Identify any gaps and recommend improvements in the processes being reviewed.

Maintain open and timely communication with their team and be accountable for the assigned work.

Engage in continuous knowledge development to keep abreast with changes related to ISQM 1, GQRMM, regulatory and any other relevant requirements.

## Requirements

Proficiency with Microsoft Word, Excel, PowerPoint, Outlook and ability to learn the internally used software.

Willingness to learn.

High attention to detail, sound independent judgement and a questioning mind.

Excellent interpersonal and communication skills, both written and oral.

Self-motivated with ability to work independently and balance workload if required to complete multiple assignments within time constraints.

Bachelor's degree in accounting or finance / ACCA / CIA

Working experience in external or internal audit would be a plus.

Knowledge of ISQM 1 would be a plus.

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