



Compliance Officer

- **Vacancy for:** 1
- **Posted on:** Oct. 23, 2018
- **Deadline:** Oct. 31, 2018, 11:59 p.m.

Basic Job Information

Job Category	: Accounting / Finance > Internal audit
Job Level	: Mid Level
Employment Type	: Full Time
Job Location	: Kathmandu, Central Development Region, Nepal
Offered Salary	: Negotiable

Job Specification

Education Level	: Graduate (Masters)
Experience Required	: More than or equal to 4 years
Professional Skill Required	: Problem Solving Skills, Analytical, Communication

Other Specification

- Master's Degree holder (mandatory) or CA Background will be preferred but not mandatory
 - At least 4 year's experience in similar function
 - Should have Audit, Compliance or Risk Management experience gathered from Banks or Financial Institutions, Insurance Company or Audit Firms
 - Any prior experience in Life Insurance shall be preferred but not mandatory
 - Confident And Capable Of Presenting the findings to Senior Management
 - Good Communication Skills Both Written and Spoken in English and Nepali
 - Strong Analytical Skills Capable of understanding Legal and Compliance requirements
-

Job Description

- Responsible to ensure that the business activities are conducted in a manner that meets legal/regulatory requirements and adheres to company policy and operational guidelines.
- Overseeing and developing the overall compliance strategy and directing/monitoring the company's overall compliance program.
- Implementing written policies, procedures, and standards of conduct.
- Developing effective lines of communication.
- Enforcing standards through well publicized disciplinary guidelines and developing policies addressing dealings with authorized individuals.
- Conducting periodic risk assessments and response plans.
- Conducting internal monitoring and auditing.
- Prepare and Submit of the reports to Beema Samiti and Nepal Rastra Bank.
- Conducting on-site compliance check and capture survey data.
- Prepare and submit related reports to his or her supervisor.
- Perform required administrative duties as assigned by supervisor.

Applying procedure:

Interested Candidate can send their updated CV @ vacancy@jyotilife.com

OR,

Applying Procedure

Apply Link : <https://merojob.com/compliance-officer-11/>

Generated By

