

Become a key player as a Compliance Officer at LINARI LAW FIRM
Permanent part-time contract (24 h/week)



About us

LINARI LAW FIRM is an independent boutique law firm established in Luxembourg for more than 20 years.

The firm provides legal services worldwide to clients who have business interests in Luxembourg. Our team represents multinational groups and companies as well as local companies.

The firm has built its reputation by providing high quality legal services to its clients.

Your Role

As our Compliance Officer, you will be responsible for the compliance department. You will directly report to the Managing Partner of the firm.

Responsibilities

- Preliminary check for all clients and potential mandates
- Client acceptance and onboarding processes, coupled with ongoing monitoring of the files
- Develop policies and procedures to ensure compliance with applicable regulations (CSSF, Luxembourg bar...)
- Implementation and analysis of regulatory changes while developing a deep understanding of Luxembourg's financial laws and industry practices
- staff training on prevailing laws, regulations, and best practices, serving as a reliable advisor for all compliance-related queries
- Be the key contact for the clients and following them in the whole process.

Qualifications

- 3-5 years of experience in AML/CFT (preferably in Luxembourg).
- Excellent organizational abilities.
- Proficiency in English and French.
- Excellent command of MS office
- A proactive mindset with an aptitude for innovative problem-solving.
- Strong presentation and communication skills.
- Ability to work autonomously and to handle confidential information with discretion.

What we offer

An attractive annual remuneration of up to EUR 45,000 (24h/week)

A competitive benefits package (meal vouchers for an amount of EUR 10.80, comprehensive health insurance, subsidized gym membership...)

A high quality working environment in brand new premises in Strassen

Possibility of a parking space

A multicultural environment with development opportunities

Regular AML/CTF training

A flexible homeworking policy that promotes work-life balance

If you are interested in this opportunity, please send you resume to info@linari-law.lu. Applications will be treated with confidentiality.

Join us at LINARI LAW FIRM. Let's craft a brighter, legally secure future together !