



## SENIOR AML/KYC ANALYST

**Location:** Luxemburg

**Do you want to start an ambitious and challenging career?**  
**Would you like to work in an exciting and fun environment?**  
**Do you thrive in work environments that push you to be your best?**

Taleo Consulting is a management consulting group with offices in Luxembourg, Paris, Brussels, Amsterdam, Geneva, Zurich, Barcelona, Singapore, and Lisbon.

As a young and growing company, we now count over 500 employees across our 9 international offices! Our activities are primarily focused in finance, life science, retail, and energy.

### **What will you do?**

We believe that we grow as our people grow. Motivated professionals make a difference. Not just for themselves, but also for our customers.

We are looking for people who share our corporate values among our local and international networks and promote close relationships with our customers and internal teams. Taleo's success depends on the talent of its employees, therefore we are looking for an enthusiastic

### **Senior AML/KYC Analyst:**

- Collect, analyze, verify, and maintain AML/KYC documentation for clients and investors.
- Conduct risk assessments and review sanctions and CTF alerts in accordance with established procedures.
- Oversee investor onboarding and ongoing due diligence in line with company procedures, TA-AML/KYC guidelines, or client-specific KYC policies for investors in Funds/Structures, with a particular focus on Private Capital, complex Private Equity, Real Estate, Debt, and Infrastructure.
- Provide support and clarification to investors and distributors, ensuring timely verification of documentation.
- Adhere to client-specific KYC policies for investors in Funds.
- Collect and classify information in compliance with regulations such as FATCA, CRS, AIFMD, and UBO identification.



- Perform name screening of investors against blacklists and sanctions lists, manage queries, and participate in conference calls with multiple stakeholders.
- Collaborate with the compliance team to implement and maintain AML prevention controls.
- Ensure compliance with AML/KYC standards while respecting all related controls.
- Analyze complex structures and assess their compliance.
- Maintain organized filing of electronic documentation and ensure accurate data processing within the company's systems.
- Act as the primary point of contact for clients and investors regarding operational matters.

### **How do we imagine our future Senior AML/KYC Analyst?**

- A degree in law, finance, economics, or a related field, with professional experience in investor KYC under Luxembourgish laws.
- 3+ years of experience in Compliance/AML KYC/Transfer Agency within the Private Equity, Real Estate, Debt, Hedge, or UCITS funds industries.
- In-depth knowledge of Luxembourg's local AML/KYC regulations and requirements.
- Strong interest in regulatory and compliance matters.
- Excellent analytical and organizational skills, with a proven track record in managing short-term projects.
- Strong communication abilities, both with clients and internal teams, coupled with attention to detail and a results-driven approach.
- Proficient in tools such as MS Office, MFTA, Investran, World Check, DowJones, LexisNexis, BiPublisher, and Access.
- Fluent in English and French (knowledge of German, Italian, or any other language is a plus).

We hire great people and give them the playing field to become awesome!

Rather than a diploma or extensive experience, it's your state of mind that will allow you to reach your potential and meet the target with Taleo!



## Why should you join us?

You will be part of a talented and dynamic team! You will be able to benefit from career advancement and have the possibility to develop international and long-lasting work relationships.

If these words resonate with you and you identify with this description, send us your CV! We will be delighted to meet you.

