

**Job Title:** Associate – Financial Crime

**Contract:** Permanent

**Reports:** Financial Crime Partner

**Location Hybrid:** Minimum 2 days per week in London

**Job summary:**

Thistle Group is a multi-award-winning organisation which offers a range of services and products to firms facing financial crime challenges, helping our clients through the twists and turns of the ever-changing regulatory landscape.

We have a fantastic opportunity to take advantage of developing a unique career with Thistle, providing financial crime support to our clients, assisting in managing client projects and building on our diverse compliance solutions for our clients.

The Associate role will be within the Financial Crime team, which provides support for those firms that must adhere to government legislation covering; Anti Money Laundering, Anti-Bribery and Corruption, Counter Terrorism, Sanctions, Fraud and Tax Evasion. The right individual will need to demonstrate an ability to successfully support projects from beginning to end, have a professional manner, provide an excellent client experience and be adaptable to change in this diverse role

Thistle is looking for an individual to join the team that is passionate about Financial Crime and has a strong drive to learn and succeed. The individual should be able to demonstrate knowledge and some experience within the Financial Crime compliance industry and who is keen to assist a variety of firms with their compliance requirements.

Responsibilities are wide-ranging and varied, given the exciting projects we work on. We are keen to speak to people with a passion for learning new things and problem solving.

**Key Responsibilities:**

- Assisting with writing and developing financial crime policies and procedures
- Providing administrative support to complex financial crime advice, transformation and remediation projects, undertaking specific project tasks as required
- Maintaining accurate records and systems
- Assistance with client audits and financial crime reviews (remotely and offsite at client offices)
- Ensuring excellent client service and building business relationships, including attending client meetings and managing email communications
- Keeping up to date with changes in financial crime regulation and guidance
- Providing general team support for client projects
- Consistently learning and upskilling in financial crime risk and controls, to drive your financial crime consulting career

This role is not limited to the above duties, due to the nature of the market you will need to be adaptable and open to change in this position

## Experience/Qualifications

- Degree level educated, demonstrating ability to analyse, problem solve and understand complex regulation
- Financial crime related Diploma level profession qualification an advantage
- Recent and relevant consultancy experience or experience in an in-house financial crime role would be advantageous but not essential
- Demonstrable experience translating regulatory rules and guidance into meaningful solutions for clients
- Be numerate, articulate, and analytical and competent with all Microsoft packages

## Key Competences

### Behavioural

- **Commercial Awareness:** Must be mindful of the commercial objectives of the firm when delivering compliance assistance
- **Commitment & enthusiasm:** Should have a desire to see yourself and the firm succeed
- **Embraces change:** Should be adaptable to the changing requirements of the regulations and be keen to develop new skills
- **Communication:** Ability to communicate openly and effectively, both internally and externally, in order to deliver the requirements of our client firms, with the ability to adapt to different audiences
- **Personal Credibility:** Must be able to establish and maintain trusting relationships with others
- **Team working:** Foster effective and productive working relationships (should be considerate to the needs and opinions of others)
- **Pro-activity:** Must actively seek new tasks and have a growth mindset
- **Self-driven:** The ability to work autonomously and as a team player
- **Determined:** Have the resilience and tenacity to support projects from start to finish
- **Written communication skills:** Should have the ability to draft written communications and documentation in an articulate way and to a high standard
- **Individual working:** Must be able to work under own initiative identifying when referral needs to be made
- **Time management:** Must be able to prioritise and manage time and tasks effectively, this includes a readiness to delegate where possible with efficient organisation and time management skills

### Technical

- Understanding of financial crime regulatory landscape and a desire to drive to learn and develop this understanding
- Attention to detail: all work must be completed with the focus on quality and accuracy
- Intermediate MS Excel, MS Word and PowerPoint
- Demonstrate an ability to solve problems in a rational manner
- Ability to conduct thorough research on regulatory requirements and analyse data

## We offer

- Competitive salary and the ability to grow your career within the Thistle Initiatives Group
- 25 - 30 days holiday entitlement depending on length of service
- Company pension scheme
- Private Medical Insurance
- Gym membership contribution
- Fantastic City of London location and working environment
- Working with dynamic teams with regular social events

If you are looking to springboard your career to the next level and would like to be part of a supportive and dynamic culture, then please apply immediately.