



PROXIMAL CONSULTING

Position: EDD Associate

Location: Wiltshire Marlborough SN8 4ND

Hours: Full Time

Salary: up to £28,000 depending on experience

KYC Enhanced Due Diligence Associate – Russian Speaking | Wiltshire Marlborough | 35 hours per week; 9am to 5pm | up to £28,000 depending on experience

This is a great opportunity to join a successful firm which does something out of the ordinary – and make use of your Russian language skills!

Our client is an extremely successful and established firm whose core work area is producing detailed KYC (Know Your Customer) due diligence background reports on individuals and companies for our clients.

For your initial training period (up to nine months) this role will be based in the offices near Marlborough, Wiltshire thus you must live within commuting distance of this location.

After training you will predominately work from the office with the option to work from home for part of your hours (the exact configuration can be discussed and agreed upon).

Please note that hybrid work is not guaranteed and the expectation is that you will work predominately from the office.

Are you the right person for the job?

- You will be fluent in Russian and be able to produce high-quality written reports in English
- You will be a graduate (but the employer is open to hearing from applicants who feel their particular skills and experiences outweigh their academic record)
- You will be hard-working and will need a high degree of accuracy, an inquisitive mind and the ability to obtain and analyse research findings
- You should be able to summarise complex issues in a reader-friendly style
- You should have a passion for writing and presenting ideas and be able to take responsibility for your work product
- Ideally, you will have relevant experience for this role, but extensive training and support are given to candidates who we believe have the potential to succeed

What will your role look like?

- You will carry out detailed investigative research on individuals and companies in Russia and Russian-speaking countries, to analyse research findings, and then write high-quality client reports based on that research
- The research will involve utilising Russian language source material and presenting findings in a written report in English
- You will be working alongside the existing team members who have a variety of language skills

What can you expect in return?

- Option of hybrid working is available
- Free parking at our office
- Retail discount scheme
- Pension scheme
- Free eye tests

- Annual appraisal and salary evaluation
- Training and development including external AML qualifications
- Lovely rural working environment at our office on the edge of Savernake Forest

Apply via : Careers@proximalconsulting.com