

PERFORMANCE CONSULTANT SA

Conseil en ressources humaines

Legal investigations & Ediscovery officer

Our client:

An international private bank based in Geneva

Role & Responsibilities:

- Support litigations and investigations, and work with a diverse group including external consultants and legal advisors working on such projects.
- Respond to requests from regulators, external legal counsel and senior management for current and historical data and documents concerning the cross border.
- Achieve excellence under pressure in a critical and highly confidential environment subject to regular changes arising from Management or Swiss regulatory bodies's decisions.
- Understand the needs of the team so as to support them from an operational perspective.
- Rapidly gain a comprehensive understanding of regulatory frameworks and compliance requirements associated with new investigations as they arise.

Profile:

- Bachelor / Master Degree (Forensic, Law, Audit, Risk management, Economic or Finance)
- At least an experience of one to three years or an internship in other banking/audit/risk/compliance experience is a plus.
- Strong motivation and interests in E-discovery topics
- Flexible, ability to deal with uncertainty and work on global projects
- Fluent in French and English

Contract type: Temporary

Rate of activity: 100%

Starting date: Immediately

We guarantee you to handle your application in total confidentiality

Consultant responsable du mandat : Mouhssine Moudrik
Ref : MM2046150874