The KYC Operations Intermediate Analyst is an intermediate-level position responsible for Anti-Money Laundering (AML) monitoring, governance, oversight and regulatory reporting activities in coordination with the Compliance and Control team. The overall objective of this role is to develop and manage a dedicated internal KYC program. This is a 20 months fixed term contract.

# Compliance AML KYC Intermediate Analyst

Nr ref.: 48/5/2026/ZK/268435/jobs.pl Warszawa (mazowieckie)

## What we offer

- Contract Stability: A 20-month fixed-term contract with a clear scope of responsibilities
- High level of autonomy and independence: The opportunity to exercise independence of judgment and operate with a limited level of direct supervision
- Expert role (SME): The chance to act as a Subject Matter Expert (SME) for senior stakeholders and other team members.
- Participation in key projects: The opportunity to develop and manage a dedicated internal KYC program
- International collaboration: Building and cultivating partnerships across various business regions
- Comprehensive experience in Risk & Control: Responsibilities covering various aspects, including Information Security, Continuation of Business (CoB),and Records Management.
- Real impact on organizational security: Responsibility for safeguarding reputation, clients, and assets by driving compliance with applicable laws and applying sound ethical judgment
- Professional development in Compliance: Interfacing with Internal and external audit while providing support to business managers and product staff

## Your tasks

- Responsible for various aspects of risk and control, include but are not limited to Information Security, Continuation of Business and Records Management
- Conduct analysis of risk and associated controls to identify root cause and collaborate with peers and management to report findings with solutions to mitigate risk/control issues
- Provide support to business managers and product staff
- Partner with peers and management on various activities, including developing and executing business plans within area of responsibility, developing compliance guidelines and completing monthly, quarterly, and other periodic risk & control reporting to be used for various forms
- Interface with internal and external teams to provide guidance and subject matter expertise, as needed
- Interface with Internal Audit (IA) and external audit to provide input on situations that create risk and legal liabilities
- Oversee situations that create risk and legal liabilities
- Has the ability to operate with a limited level of direct supervision
- Can exercise independence of judgement and autonomy

- Acts as SME to senior stakeholders and /or other team members
- Appropriately assess risk when business decisions are made, demonstrating particular consideration for the firm's reputation, its clients and assets, by driving compliance with applicable laws, rules and regulations, adhering to Policy, applying sound ethical judgment regarding personal behavior, conduct and business practices, and escalating, managing and reporting control issues with transparency

## What we expect

- 2-5 years of relevant experience
- Proven ability to make effective and timely decisions
- Consistently able to anticipate and respond to customer/business needs
- Demonstrated ability to build and cultivate partnerships across business regions
- Analytical thinking and Attention to detail are strongly required.

Education:

- Bachelor's degree/University degree or equivalent experience

Employment agency entry number 47

*this job offer is intended for people over 18 years of age*