

Overview:

Vacancy Reference Number: MSPA 2024-019

Location: Düsseldorf

Job Description

Business Entity: Mount Street Portfolio Advisers GmbH	Review Date: November 2024
Cost Code/ Business Unit: 31 - Overhead	
Division: Compliance	Department: Portfolio Management
Corporate Title: Director	Functional Title: MSPA Compliance Officer (MaRisk / AML / WpHG)
Ultimate Reporting Line: Managing Board (Stephan Plagemann and Erwin Hennenberg) of MSPA	
<p>Responsible For: Key tasks include the support of management in the compliance function (strategic, operational and functional consulting), the development of strategies and measures to prevent money laundering, counter- terrorist financing and other criminal offences, and to ensure compliance with the German Securities Trading Act (WpHG).</p> <p>The job holder will be expected to liaise closely with the London-based Mount Street Group Compliance Officer who is responsible for the non-regulated entities of Mount Street Group.</p>	
Explain who will cover the role when current individual is absent from the office: Head of Germany and Portfolio Advisory	
<p>Purpose (a brief encapsulation of what the jobholder is required to accomplish):</p> <p>Act in a single function as formal Compliance Representative of MSPA according to MaRisk AT 4.4.2, AML Compliance Officer (“Zentrale Stelle” according to §33 Abs. 1 WpIG) and WpHG Compliance Officer (according to §87 WpHG). MSPA is a Düsseldorf-based Investment and Credit Services Firm regulated by BaFin under the WpIG (German Securities Institutions Act) and KrZwMG (Secondary Credit Market Act). The firm has branches in London, Dublin and Madrid. The London branch is also authorized by the FCA.</p> <p>The job holder will have to have an appropriate level of seniority for registration with BaFin.</p>	
<p>Core Responsibilities (6-10 points subdividing the role into areas of functional responsibility):</p> <p><u>MaRisk Compliance Officer Function</u></p> <ul style="list-style-type: none"> • Prepare, develop and maintain a risk analysis according to MaRisk (i.e. legal inventory 	

and risk assessment) and develop measures to ensure MSPA's compliance with identified applicable laws and regulations

- Set up and execute control measures according to the above mentioned risk analysis
- Support and advise Management Board with regard to complying with legal rules and regulations and amendments thereof
- Implement processes to identify changes in the legal environment relevant to MSPA in the various jurisdictions and ensure the implementation of any required measures at MSPA to ensure compliance with new legislation or regulation
- Develop and implement internal Compliance policies and Training documents

AML Compliance Officer Function

- Act as AML Compliance Officer ("Geldwäschebeauftragter", "Zentrale Stelle")
Establish, develop and update a Risk Assessment regarding MSPA's risk of being abused for money- laundering, terrorist financing and other criminal offences
- Develop and implement appropriate measures and monitoring actions to prevent money laundering, counter-terrorist financing and other criminal offences
- Develop a control action plan and execute control activities of processes and measures
- Create necessary notifications to BaFin and investigative authorities
- Develop a training concept, perform staff training relating to the prevention of money- laundering, terrorist financing and other criminal offences for all MSPA staff
- Provide strategic and tactical consulting to Management Board and other business areas in compliance-related matters to fulfill local compliance requirements and standards (AML, UK Bribery Act etc.)
- Develop and implement internal Compliance policies

WpHG Compliance Officer Function

- Act as Compliance Officer according to §87 WpHG
- Establish, develop and update of a risk analysis according to German Securities Trading Act (WpHG)
- Develop and implement appropriate measures and monitoring actions to prevent insider dealings etc.
- Develop a control action plan and execute control activities of processes and measures
- Develop training concept, perform staff training relating to Securities Compliance for all MSPA staff
- Provide strategic and tactical consulting to Management Board and other business areas in compliance-related matters to fulfil local compliance requirements and standards (WpHG, MiFID etc.)
- Develop and implement internal Compliance policies
- Create necessary notifications to BaFin and investigative authorities

Other

- Prepare reports for Management Board and Supervisory Board for the above functions
- Work closely with the local MLROs in the foreign branches to provide an effective compliance oversight of the international activities of the firm, while retaining overall responsibility
- Responsible for steering, monitoring and control of external service providers, if applicable for any of the above functions (for example to provide support at the foreign locations)
- Liaise pro-actively and effectively with the Mount Street group compliance function to harmonize processes, realize synergies and improve effectiveness of the compliance function

<ul style="list-style-type: none"> • Other duties as assigned from time to time
<p>Skills and Competencies (Key skills, competencies and attributes required for success):</p> <ul style="list-style-type: none"> • Fluent in both German and English • University degree in finance or law and/or a comparable training or completed apprenticeship in a relevant industry • Previous relevant experience in Banking, Finance and/or Compliance (candidates with relevant experience will also be considered from insurance firms, rating agencies or audit firms). • Good knowledge of legal systems / documentation and compliance standards required • Strong interpersonal and communication skills • Ability to work independently; well organised; able to prioritise and meet deadlines; ability to work proactively in a team and also independently • Knowledge of financial products
<p>Essential Approved Persons Examinations (e.g. FSA, CFA): N/A</p>
<p>Professional Examinations required (e.g. ACCA): N/A</p>
<p>Other skills required, essential or desired (e.g. languages): English and German required</p>

Please note that to ensure compliance with DSGVO/GDPR it is essential for ALL CV's received for prospective candidates who are not appointed MUST be deleted and not saved. If a CV is forwarded onto a colleague please advise them of this rule and please delete the sent email from your history also.

Mount Street is committed to creating an inclusive and equitable environment for all. We believe that by harnessing different backgrounds, experiences, and perspectives our teams bring a greater breadth and depth of knowledge and expertise and are better placed to support the clients and communities we serve. Creating a truly inclusive working environment is the responsibility of every member of our team. We openly welcome all candidates and their unique contributions irrespective of age, colour, disability (physical or mental), education, ethnic origin, gender, gender identity or expression, nationality, marital or family status (including pregnancy or parental status), race, religion or belief, sex, sexual orientation, veteran status or by any other range of human difference brought about by identity and experience.

Research shows that women and members of other under-represented groups may not apply to jobs when they believe they may not meet every qualification. If you are enthusiastic about this opportunity, and feel you have something to offer, we encourage you to apply.

We will ensure that reasonable adjustments or accommodations are made at each stage in our hiring process for individuals with disabilities. If you require an accommodation or adjustment, please contact the HR team on HR@mountstreet.com or +44 (0) 20 7659 7051.