



# Compliance Officer (80 – 100%) f/m/d

Marcuard Heritage AG is a FINMA-licensed portfolio manager founded in 2003 and headquartered in Zurich. We are part of Marcuard Heritage Group, an international network of regulated financial services providers spanning Singapore, Cyprus, Abu Dhabi and Switzerland. Our focus is on delivering holistic, personalised wealth management to UHNWIs and their families, with the discretion, expertise, and long-term thinking they deserve.

## **The role:**

We are looking for a Compliance Officer to join our Zurich team. This is a hands-on role with real breadth, sitting close to the business and its clients rather than at a distance from them. You will work across the full client life cycle, contributing to transaction monitoring, and day-to-day compliance operations covering FinSA, cross-border matters, and FINMA requirements. This position reports directly to the COO and Head of Compliance, giving you genuine influence over how the firm develops its compliance and risk framework.

## **Your responsibilities:**

- Client onboarding, due diligence, and periodic KYC-reviews
- Design, adapt and implement compliance relevant processes and policies according to the applicable laws and regulations
- Organize and carry out staff training on compliance topics such as AML, FinSA, FinIA, cross-border, market conduct rules, etc.
- Provide advice and guidance to employees and management on daily compliance matters
- Ensure and perform transaction monitoring according to the applicable AML regulation
- Support the Head of Compliance in various compliance-driven projects
- Conduct controls according to the internal control system and help to continuously develop the company's risk management framework.
- Data protection and data handling

## **Your profile:**

- 3-5 years' experience in a similar compliance role with a Swiss-based wealth manager or bank
- Master's degree in law or business administration
- Knowledgeable in the areas of AML, KYC, FinSA, FinIA, FINMA and cross-border regulation related to portfolio management services
- Ability to analyze and work with CID and bank transaction data
- Fluent in English is a must and Russian is an advantage; additional language skills (e.g., Spanish) are an asset as well
- A trustworthy and open-minded self-starter with good interpersonal and communication skills
- Strong problem-solving and analytical skills along with great attention to detail



### **Why Marcuard Heritage?**

- A senior, experienced team with a genuinely international outlook
- Direct exposure to complex, cross-border wealth management
- A flat structure where your work is seen and your input is valued
- A stable, well-established firm with the agility of a boutique
- Strong opportunities for professional growth, increased responsibility, and long-term career development within the firm

### **Ready to take the next step?**

If you are a compliance professional who thrives in a fast-moving, intellectually stimulating environment and wants to be part of a firm where quality comes first, we would love to hear from you.

By applying for this position, you consent to the collection, recording, and processing of your personal data, and grant Marcuard Heritage AG and its affiliates permission to use your data to perform tasks related to staffing this position. Your data will be stored and processed in our IT system in line with applicable data protection laws

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For further information, please contact our external HR partner; HC Solutions, Natalie Roth and/or Anna Kotrba +41 44 915 12 12 [www.hcsolutions.ch](http://www.hcsolutions.ch)