

## Job Advertisement

Company Details	
Company Name	Avo Insurance Company Limited
Company Description	<p><b>Avo</b> was created as a desire to meet the needs of a growing digital generation, with a vision to allow anyone to be insured anytime, anywhere, just through a click of a button. We want to change people's perception of insurance, that it no longer needs to be something they get a headache about, but it's a need that will greatly enhance their quality of life.</p> <p>We believe <b>Avo</b> can be everyone's trusty digital companion.</p>
Location	Sheung Wan
Classified Start Date	22 Oct 2024
Job Details	
<input checked="" type="checkbox"/> Non-sales Position (Back-office) <input type="checkbox"/> Intermediary / Sales Position (Front-line)	
Position	Compliance Executive
Department	Compliance
Job Category	Compliance Support
Job Description/ Duties	<ul style="list-style-type: none"> <li>Review policies and procedures and ensure compliance with internal policies and regulatory requirements</li> <li>Assist business to implement regulatory and corporate changes in a timely manner</li> <li>Disseminate guidelines from regulators and ensure the relevant parties compliant with the regulatory requirement</li> <li>Support the implementation of AML/CTF, personal data privacy, corporate governance procedures and other compliance policies</li> <li>Conduct AML/CTF system screening</li> <li>Perform contract, agreement and KYC/CDD reviews</li> <li>Identify gaps and recommend corrective actions in relation to the insurance business</li> <li>Support ad-hoc compliance initiatives as assigned</li> </ul>
Requirements	<ul style="list-style-type: none"> <li>Bachelor degree holder or equivalent</li> <li>2 - 3 years of working experience in AML advisory or compliance</li> <li>Understanding of compliance in insurance industry is an advantage</li> <li>Sound knowledge with relevant laws and requirements from regulators, e.g. IO, AMLO, PDPO, IA's Guidelines, code of conduct, etc.</li> </ul>

	<ul style="list-style-type: none"> <li>• Attention to detail and good communication skills</li> <li>• Team player with positive attitude</li> <li>• Proficient in both written and spoken English and Chinese</li> </ul>
Application Method	If you believe you're a good fit, please send us your resume with your current & expected salary to <a href="mailto:joinus@heyavo.com">joinus@heyavo.com</a>
Application Deadline	30 Nov 2024
Year(s) of Working Experience	2-3 Years
Employment Type	Full Time Permanent
Additional Benefits	<ul style="list-style-type: none"> <li>• Double pay &amp; discretionary bonus</li> <li>• 5-day week with flexible working hours</li> <li>• Great working location next to MTR station</li> <li>• 18 days annual leave</li> <li>• Marriage, maternity, paternity and birthday leave</li> <li>• Monthly personal time off</li> <li>• Medical insurance</li> <li>• Bank holidays</li> <li>• Young &amp; fun work environment</li> <li>• Snack corner</li> </ul>