

## Job Advert Details

If you're looking for a role where you can continue to make an impression, take the next step at HSBC where your contributions will always be valued.

Operations, Services and Technology is a pivotal part of the Group, providing essential operational and technical support to our global businesses and helping improve customer service and efficiency. Operations, Services and Technology combines global expertise and technology to help keep us ahead of the competition.

We are currently seeking experienced professionals to join our team in the role of Customer Selection Exit Management (CSEM) Project Senior Coordinator – Fixed Term Contract.

### Principal Responsibilities

- Overlook the execution activities.
- Assist the Assistant Manager - Financial Crime Risk / Manager Business Financial Crime Risk (BFCR) in preparation of monthly meeting minutes with all required and accurate details.
- Assist in circulation of the meeting minutes.
- Perform Quality control checks monthly, based on the bank guidelines on Quality checks.
- Coordinate with Quality assurance checkers as and when required.
- Ensure to end to end follow-up on tasks with minimum supervision.
- Assist in Assistant Manager - Financial Crime Risk / Manager Business Financial Crime Risk (BFCR) in compiling monthly data for Client selection exit customers.

### Requirements

- Highly developed communication, presentation and influencing skills.
- Ability to proactively identify open thematic risks and mitigate them.
- Ability to prioritize and work independently under pressure within a team environment with minimum supervision.
- Operationally sound and ability to give attention to details.
- Good understanding of bank's risk exposure.
- Good analytical skills with the ability to consider/recommend alternative and lateral solutions.

Duration of the contract is for 06 months.

When applying please submit a full resume.

You'll achieve more at HSBC.

HSBC is committed to building a culture where all employees are valued, respected and opinions count. We take pride in providing a workplace that fosters continuous professional development, flexible working and opportunities to grow within an inclusive and diverse environment. Personal data held by the Bank relating to employment applications will be used in accordance with our Privacy Statement, which is available on our website.