

Senior Officer/Assistant Manager, Legal and Compliance

Job Responsibilities:

- Handle the company's day-to-day legal matters, including contract review, drafting legal documents, and providing legal advice.
- Support the company's compliance functions to ensure business operations comply with SFC and IA rules, as well as Hong Kong and Mainland China financial laws and regulations.
- Assist with compliance filings, regulatory inquiries, and internal compliance training.
- Supports the identification and mitigation of legal risks related to insurance and associated financial services.

Job Requirements:

- At least 1 to 2 years of experience in legal and compliance-related positions.
- Bachelor holder in of Laws (LLB) degree or Postgraduate Certificate in Laws (PCLL).
- Qualification as a Solicitor in Hong Kong or another common law jurisdiction is preferred.
- Familiar with Hong Kong and Mainland China financial laws and regulations, as well as the regulatory requirements of the SFC and the IA.
- Able to independently handle basic legal and compliance tasks, including contract review, compliance checks, and legal advisory support.
- Experience in investment, financing, and insurance financial compliance is preferred.

高級主任/助理經理 法律&合規

職責:

- 處理公司日常法律事務，包括合約審核、法律文件起草及提供法律意見。
- 支援公司合規工作，確保營運符合證監會（SFC）及保險業監管局（IA）規則，以及香港及中國內地的金融法律法規。
- 協助合規申報、監管查詢及內部合規培訓。
- 支援辨識及減低與保險以及相關金融業務有關的法律風險。

要求：

- 至少 1 至 2 年法律及合規相關崗位經驗。
- 具法律學士（LLB）或法律專業證書（PCLL）學歷。
- 持有香港或其他普通法司法管轄區律師資格者優先。
- 熟悉香港及中國內地金融法規及 SFC、IA 監管要求。
- 能獨立處理基本法律及合規工作，包括合約審核、合規檢查及法律支援。
- 有投資、融資及保險金融合規經驗者優先。