



## PR/122407 | Legal and Compliance Assistant Manager

### Job Information

**Recruiter**

JAC Recruitment Indonesia

**Job ID**

1506492

**Industry**

Bank, Trust Bank

**Job Type**

Permanent Full-time

**Location**

Indonesia

**Salary**

Negotiable, based on experience

**Refreshed**

November 26th, 2024 10:19

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

**OVERVIEW**

We are seeking a talented and driven Legal and Compliance Assistant Manager to join our client, a well-established company in the financial services industry. This will bring you opportunity to work with a dynamic organization at the forefront of financial innovation, offering a challenging and rewarding role in ensuring legal and regulatory compliance.

**JOB RESPONSIBILITIES**

- Ensure compliance with relevant financial regulations (e.g., OJK, BI, and other applicable laws)
- Assist in preparing and submitting regulatory filings and reports
- Review and draft contracts, agreements, and other legal documents
- Prepare reports and updates for senior management on compliance and legal issues
- Identify and mitigate legal and compliance risks across the organisation

**JOB REQUIREMENTS**

- Min. Bachelor's degree in Law
- More than 5 years of work experience as Legal or Compliance in the financial services or banking sector
- Able to speak English
- Understanding POJK Regulation, Regulatory Report as well as corporate legal

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Company Description