



Compliance Officer

Job Information

Hiring Company[KPay Japan KK](#)**Job ID**

1517554

Industry

Other (Banking and Financial Services)

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards, Chiyoda-ku

Salary

Negotiable, based on experience ~ 7 million yen

Work Hours

9:30am - 6:30pm

Refreshed

February 5th, 2025 00:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

About KPay:

KPay Group (KPay) is a leading fintech company dedicated to empowering businesses of all sizes with simple, smart, seamless and secure technology solutions. Serving over 45,000 merchants across Hong Kong, Singapore, and Japan, KPay is unleashing merchants' growth potential by building a one-stop platform for financial management, business operations and digital transformation. KPay secures a record USD55 million in 2024, marking the largest series A fundraise globally in the payments sector of the year.

Key Responsibilities::

1. Conduct investigations of merchant applicants/existing merchants provided by Installment Sales Act.
2. Monitor transactions by merchant and report suspicious activities, if any, to Head of Compliance
3. Analyze complaints on merchants reported by issuer and others and take actions required by regulations including, but not limited to, submission of the report of complaint to JCA's JDM system.
4. Draft periodical reports and others required by Installment Sales Act and JCA's self-regulatory rules
5. Draft internal reports to Head of Compliance to submit them to the Board of Directors as provided by internal policies

6. Liaise with other departments at KPay Merchant Service on CRM and other system
7. Conduct the risk assessment of various works that KPay Japan outsources to outside suppliers and draft report to submit to the Board of Directors

Employment type :

Full-time employee

Probation period: 3 months (no change in wages or conditions)

Working Hours:9:30am - 6:30pm

※ Excluding Saturdays, Sundays and public holidays

Salary details :

Wages will be determined based on experience and ability.

*Salary includes fixed overtime pay.

Benefits and Welfare

- Health insurance, employee pension insurance, employment insurance, workers' compensation insurance
- Paid vacation, sick leave, special leave, summer vacation, year-end and New Year's holiday
- Commuting allowance

Required Skills**Skills & Experience:**

1. 3+ years of experience in compliance management, preferably in the payments or financial services industry.
2. In-depth knowledge of regulatory requirements and compliance standards in Japan, including the Installment Sales Act and other relevant industry laws.
3. Proficiency in monitoring merchant transactions and identifying/reporting suspicious activities to senior compliance personnel.
4. Strong analytical skills to assess complaints from issuers and others, ensuring timely actions and regulatory compliance.
5. Excellent communication and collaboration skills to liaise with internal departments and ensure CRM and system alignment.
6. Strong understanding of compliance frameworks and regulatory reporting within the payments or financial services sector.
7. Detail-oriented with a proactive approach to identifying and mitigating compliance risks.

Company Description