



## JOB POSTING TEMPLATE

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| <ul style="list-style-type: none"><li>▪ Performs all tasks and projects that may be assigned by Senior Manager Compliance and/or Chief Compliance Officer from time to time</li></ul> |  |
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### Specialized knowledge

Professional knowledge and skills:

- Strong knowledge of insurance distribution fundamentals – sales process, sales & management training, recruitment & selection, performance management; life insurance operations, products and services
- Basic knowledge and skills in project management, people management. Basic knowledge of financial products and personal financial planning
- Excellent in investigation on distribution channels and reporting writing skills
- Strong analysis and communication skills including both oral and writing
- Proactively problem solves and regularly identifies ways to improve the work processes and practices
- Works effectively with others who have different perspectives, backgrounds and/or styles. Uses a combination of facts and influences to gain the support and commitment of others. Leverages quantitative and qualitative information to guide actions and make recommendations
- Good at Microsoft Word, Excel, PowerPoint, and Outlook
- Fluent 4 skills (speak, write, read, listen) in both Vietnamese and English

### Education and experience

- A 4-year university degree (Law or University of Public Security);
- At least 5 years of working experience gained from financial institutions in compliance/risk/audit.
- Experience in Life insurance/Distribution Compliance/Fraud Investigation is preferred.