



THE COMPANY

At home in Europe. This is Prime Capital. We are an independent asset management firm with high expertise in alternative investments. In direct exchange with our offices in London, Luxembourg and our head office in Frankfurt am Main we do our utmost every day to invest funds reasonably on the capital market – to realize maximum benefit for our customers. But what really counts is the comprehensive know-how of our staff.

Would you like to invest with us in your future? Are you interested in innovative financial products? Then start as part of a dynamic Team where we live diversity, and take over responsibility as

Regulatory Operations Analyst (m/w)

fulltime / permanent
based in Luxembourg

YOUR NEW CHALLENGE

We have an exciting opportunity for a Regulatory Operations Analyst to join our Operations Team. As a Regulatory Operations Analyst you will manage the audit cycles of the alternative investment portfolios and securitisation companies to which Prime Capital acts as AIFM, Investment Manager/Advisor, Platform Operator or Monitoring Agent, and be responsible to secure their compliance with the applicable rules of conduct, regulatory and tax schemes. The Regulatory Operations Analyst will become the relationship interface for multiple parties, including auditors, tax advisors as well as internal departments across the group. The successful candidate will form part of a small and dynamically growing team in Luxembourg and Frankfurt, reporting to the Head of Operations and be supervised by the Chief Operating Officer.

YOUR MAIN RESPONSIBILITIES

- Manage and coordinate the annual audits of alternative investment funds and securitisation companies in particular with a view to:
 - Agreeing an audit timetable with auditors and administrative agents and monitoring its compliance and progression;
 - Managing internal input deliveries to the respective financial statements;
 - Reviewing the financial statements and assuring their accuracy;
 - Coordinating the sign-off process with the Directors of the investment vehicles;

- Manage and coordinate operational input deliveries to the corporate and group audits in respect of both, investment vehicle data and process descriptions;
- Manage and coordinate operational process audits (typically pursuant to ISAE standards);
- Organise, review and oversee the regulatory reporting obligations of investment vehicles accurately and timely in liaison with external service providers and advisors; depending on the domiciliation of the investment vehicle, such obligations can include:
 - Filing submissions pursuant to the AEOI scheme (FATCA/CRS);
 - Annex 4 reportings under AIFMD;
 - VAT and corporate / income tax reportings in Luxembourg;
- Organise, review and oversee certifications and reports that may be requested on an ad-hoc basis by investors pursuant to their own regulatory requirements, including:
 - Certification of TER calculations;
 - Tax transparency reportings (DACH)

OUR ASSET, YOUR TALENT

- At least 2 years of relevant work experience in similar positions in the financial services industry, preferably an audit or accounting firm;
- Strong knowledge of accounting principles, with a focus on Lux GAAP and IFRS;
- Understanding of international and Luxembourg tax and regulatory reporting requirements;
- Working knowledge of the alternative investment universe would be a plus, in particular with respect to absolute return and private debt strategies (to be supplemented by in-house education);
- Self-starter with an independent work attitude as well as exceptional organisation and coordination skills, project management skills would be advantageous;
- Commercial judgment with attention to detail, ability to manage multiple and shifting priorities, with a strong focus on results and outcomes;
- Keen perception, excellent communication and interpersonal skills;
- English and German language proficiency to the level of business negotiations;
- PC literate (Microsoft Office Suite);

YOUR PROFIT

Your development and training is our top priority. Contribute together with us creating added value to Alternative Investments and providing decisive impulses for professional financial services. Does this motivate you? Excellent! Because in addition to a fair working culture with flat hierarchies, attractive remuneration and flexible working hours you will find considerable further benefits. We encourage team spirit with regularly events, and we support you in staying healthy and fit.

By the way: To date assets of more than Euro 10 billion are being structured, securitized, booked on various platforms as well as managed or advised by Prime Capital. That is why we need out-of-the-box thinkers like you. Grow with us!

ALREADY CONVINCED?

Then apply right now by filling out the [application form](#) and send us your detailed application as PDF file with a maximum size of 5 MB by stating your salary expectations and your earliest starting date

We are looking forward to getting to know you!