



# Job Description

## iCOVER

iCOVER specializes in Wholesale of Background Screening & Business Intelligence solutions for the global market. We are an international company with operational headquarters in Paris, backed by a network of offices worldwide, which offer strategic global reach for all your business needs.

Our expertise lies in data collection, research analysis, verification of information and reporting. We have developed a strong methodology to suit our clients' needs by preparing high-quality products focused on relevant information and analysis. iCOVER employs a highly qualified workforce with a strong university background and multi-linguistic skills.

Currently, for our team in Sofia, we are looking for a:

### Research Analyst

The Research analyst will have the opportunity to work in areas such as due diligence, risk analysis and assessment, KYC, and media research.

#### Requirements

- University degree in Law, Journalism, Economics, Human Sciences or equivalent;
- Previous experience in due diligence, anti-money laundering (AML), and compliance research;
- Excellent command of written and spoken English;
- Excellent command of one or multiple of the following languages: German, Greek, French, Czech, Polish, and/or Russian
- Strong analytical and research skills;
- Strong communication skills, both written and verbal;
- Excellent time-management skills;
- Problem-solving and quality-oriented attitude;
- Rigorous and detail oriented.

#### Responsibilities

- Research, process and analyze publicly available information that will help our clients have a better understanding of their business relationships and assess their compliance with local

and international legislation and regulations (fight against issues such as bribery, corruption, fraud, money laundering, etc.);

- Prepare public information due diligence reports, integrity reports and other compliance products;
- Conduct telephone interviews with industry experts and journalists;
- Work well individually or/and with in-house researchers or external partners on assigned cases, using research and analytical skills;
- Collect, analyze and review publicly available components for background checks in different jurisdictions for establishing new processes;
- Develops cross sector sources through research and networking.

## **We expect you to**

- Be a team player
- Be proactive when you see problems and their solutions
- Strive to learn new things
- Be ready for a drink with the team
- Posses excellent problem solving, critical thinking and communication skills

## **What's in it for you?**

- Engaging job at a multinational company;
- Excellent remuneration package and work-life balance;
- Interactive Bonus scheme;
- Additional paid leave;
- Additional Health Insurance;
- Dynamic work environment and an enthusiastic team;
- Food vouchers.

## **Interested?**

**Send your CV and Cover letter to: [vstoynovska@icover-services.com](mailto:vstoynovska@icover-services.com)**