

# Senior Specialist, Compliance

Place of work:	Basel, Switzerland
Employment rate:	60% to 100%
Start date:	As soon as possible
Contract type:	2 years with possibility of conversion to an open-end contract
Other:	Must be eligible to work in Switzerland

## Basel Institute on Governance

The Basel Institute on Governance is a hands-on centre of competence dedicated to promoting good governance and countering corruption for a more peaceful, just and sustainable world. Established in 2003 in Basel, Switzerland, the Institute works with partners worldwide to advance knowledge, practice and policy on anti-corruption, asset recovery and business integrity. With field operations worldwide, it has some 150 staff covering 32 nationalities. The Basel Institute is an Associated Institute of the University of Basel.

## Job description

The Senior Specialist, Compliance will provide anti-corruption compliance advisory expertise in connection with the advisory services that are offered by the Basel Institute to the private sector, state-owned enterprises, multilateral organisations and government authorities around the world.

This position reports to the Director, Private Sector.

## Key responsibilities

The main responsibilities will be to ensure the delivery of the legal and compliance services through the following activities:

- Deliver compliance service mandates that are usually time-specific projects financed by multilateral development banks, investors or by a private sector company itself. The focus of these projects is either to develop and implement an anti-corruption compliance programme or to strengthen an existing programme. This often entails conducting risk assessments, analysing third party due diligence practices, drafting policies and training materials and benchmarking standards against international practices.
- Support the development of project proposals relating to compliance mandates.
- Support the development of the Basel Institute's knowledge products relating to business integrity.

- Contribute to, and, where appropriate, take a leading role in the periodic review, enhancement and effective implementation of the Basel Institute's internal compliance programme and related trainings, in coordination with relevant internal stakeholders.
- Develop the Basel Institute's network and contribute to the development efforts in the field of business integrity.

## **Qualifications and skills**

- University degree in law, combined with at least 10 years of relevant professional experience in compliance, preferably in-house or as a consultant
- Proven experience in managing or implementing a corporate anti-corruption compliance programme, including internal investigations
- International experience in the private sector
- Familiarity with industry practices, especially relating to energy, infrastructure or pharma is a clear advantage.
- Excellent understanding of international standards and trends on compliance
- Proactive, self-driven professional with the ability to articulate thought leadership in business integrity and compliance, and to actively contribute to the development, positioning and uptake of the Institute's compliance services
- Excellent time management, organisational and planning skills, ability to multitask and prioritise
- Attention to detail and problem-solving skills, and independent assurance of follow-up to assigned tasks
- Availability to travel internationally
- Excellent written and verbal communications skills in English; proficiency in other (preferably UN official) languages would be a plus.

## **Offer**

We offer an interesting and rewarding working environment with a proactive, dynamic and international team spirit. The work is both routine and varied and offers scope for initiative and innovation. The salary is competitive.

## **Application**

Please submit your application at your earliest convenience, but no later than **15 February 2026**, using the following link <https://intranet.basel.institute/job/apply/65>. Applications will be reviewed on a rolling basis.

For further information about this position, please contact [vanessa.hans@baselgovernance.org](mailto:vanessa.hans@baselgovernance.org)

\*\*\* Why work with us? Watch this [video](#) to find out more. \*\*\*

***Equal opportunity employer***

*The Basel Institute is an equal opportunity employer. It does not discriminate on the basis of race, religion, colour, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need. We have been positively evaluated by the Swiss Federal Administration to gender pay equality.*