

## **Chief Compliance Officer - Tetra Trust**

### **Location - Calgary/Western Canada**

Founded in 2019, Tetra is Canada's first licensed digital asset custodian. We provide enterprise-grade custody of digital assets for institutional investors. Backed by Coinsquare, Coinbase Ventures, Mogo, Canadian Securities Exchange and key executives from traditional financial services, Tetra provides a solution to one of the last remaining problems preventing institutional adoption of the digital asset industry - custody.

Led by a first class team of security and business experts and a board of directors with extensive trust company experience, Tetra delivers the most advanced digital asset storage technology in the industry.

As a growing company, we are looking for a Chief Compliance Officer who will also serve as VP of Operations. Reporting directly to the CEO, you will be responsible for leading all compliance functions, as well as overseeing the day-to-day aspects of the business while aiding the business in achieving its strategic goals.

#### **What You'll Do**

- Responsible for managing our regulatory relationships and strategy, serving as the main point of contact with local regulatory bodies
- Implement, enhance and manage all compliance policies and procedures
- Conduct periodic compliance testing, assess findings and address both the strengths and deficiencies with key stakeholders
- Manage the company's activities related to various external security and compliance audits
- Ensure regulatory filings, reports and documentation are completed with accuracy and expediency
- Apply and maintain necessary licenses and registrations
- Provide strategic direction and recommendations to the CEO regarding operating plans and assist on implementation of such plans;
- Responsible for the day-to-day execution of the company's operational business.
- Lead strategy and processes to achieve company objectives and targets

#### **Requirements**

- Self-starter with a robust and independent mindset with a proven ability to create and implement simple, elegant solutions
- Proven experience in managing risk and compliance issues within a regulated business and implementing such compliance programs
- Knowledge of legislation and regulation relating to AML, banking, securities law or trading activities
- Familiarity with industry practices and professional standards
- Experience with regulators

- Have a stakeholder and advisory mindset to business problems and partners
- Exemplary problem-solving and analytical skills
- Excellent attention to detail for critical analysis capabilities
- Solid time management skills, communication, interpersonal and team interaction skills
- Professional certification (e.g. Certified Compliance & Ethics Professional (CCEP) is a plus

#### Accessibility

We know diverse teams make strong teams. We welcome people of diverse backgrounds, experiences, and perspectives. If you require accommodation during the application process, simply let us know and we'll ensure it's a positive experience for you.

#### Just So You Know...

In order to promote and enhance the security of Tetra Trust and our platform, anyone receiving a job offer will be required to complete a comprehensive background check.

Please send your application, including salary expectations, to [careers@tetra-trust.com](mailto:careers@tetra-trust.com). We look forward to hearing from you!