ANALYST/SENIOR ANALYST

TDI Compliance is currently seeking an Analyst/Senior Analyst to join us in our Washington, DC office. This position will directly support the production of client deliverables within TDI’s due diligence practice and will provide management support within the practice. The successful candidate is expected to comprehend complex issues, regions, and industries quickly while conducting detailed investigative research and analysis—via a range of open-source and proprietary sources—to identify and understand regulatory risks.

RESPONSIBILITIES

- Assist with the operations management of TDI’s due diligence practice
- Provide leadership and supervise analysts and researchers in conducting research, performing analysis, and writing due diligence reports for final delivery to clients
- Understand specific client requests to develop custom risk-analytic reports
- Task and manage external sources required for projects
- Manage the production lifecycle, including the scope, schedule, profitability, and quality of projects from the time tasking is received until it is closed out

DESIRED SKILLS AND EXPERIENCE

- At least 2 years of experience conducting and writing investigative due diligence reports; experience reviewing and editing preferred. Position to be determined based on experience
- Experience conducting research and analysis in a professional setting
- Strong interpersonal and leadership skills
- Bachelor’s or Master’s degree in international relations, political science, regional studies, business or related area of study from a top university
- Fluency in English, and professional proficiency in Arabic, Chinese, Spanish, and/or Portuguese
- Creative problem-solving abilities with exceptional reading, writing, and analytical skills; candidates will be asked to complete a diagnostic test to this effect
- Excellent time management skills and ability to manage multiple tasks simultaneously

To apply, please submit a cover letter and resume (as one attachment) via LinkedIn.

ABOUT TDI COMPLIANCE

With two decades of experience, we are committed to serving our clients and protecting their interests. Since 1999, we have delivered due diligence services that exceed our clients’ expectations. Headquartered in Washington, DC with offices in Houston, Dubai, Singapore, and Zurich, TDI Compliance is a global firm specializing in addressing compliance risks across an increasingly complex regulatory landscape. Regardless of the challenges businesses face, be it corruption, bribery, money laundering, or other compliance risks, we provide cost-effective, risk management solutions customized to our clients’ business needs.