

Job Title	Analyst: AML, Sanctions & Surveillance
Division	Risk Management
Unit	Risk Management
Remuneration	554 948,00
Job Type Classification	Permanent
Location - Country	South Africa
Location - Province	Gauteng
Location - Town / City	Centurion
Closing Date	11 April 2025
Email CV to	recruitment@tianaconsulting.co.za

MAIN PURPOSE OF THE JOB

The Analyst: Anti-Money Laundering, Sanctions and Surveillance role support the Manager: Anti-Money Laundering (also known as Anti-Money Laundering Officer {AMLO}) to increase efficiencies in the AML area. This will entail the following:

Assist in the undertaking of gap assessments as it relates to the FICA requirements for client on-boarding.

Assist in enhancing the control environment by identifying gaps as it relates to money laundering and financial crime.

Assist in the designing of AML processes and implementation to deter and detect money laundering and terrorist financing.

Assist in implementing the elements of an AML/Sanctions programme, including a financial crime programme.

Assist in the training of employees on the AML program. This includes CTR, STR, TPR and reporting anonymously without tipping - off the individuals concerned amongst other requirements.

Maintaining and monitoring training statistics as it relates to AML.

Assisting with designing of a risk-based programme which will include the following:
Designing system controls.

Analysing screening data and identifying potential red flags.

Analysing AML transactional data.

Keeping and maintaining version controls of all clients screened.

Ensuring that the risk rating outcomes are monitored.

Ensuring all processes and controls are mapped and documented to detect potential money laundering.

Support the credit and other transactional process in ensuring sanctions screening are undertaken upfront.

Assist the Manager AML with reports submitted to various committees.

Support Manager AML with relationships with our stakeholder and assist in the preparation for various inspection, including preparation of material and gathering of information for the inspection.

Participation in industry forums.

Monitor industry trends

Assist in the development of and implement of technological efficiencies in the AML program.

Timeous reporting to all stakeholders

Key Performance Areas

1. Assist in the designing of AML processes and implementation to deter and detect money laundering and terrorist financing

- Assist in the Implementation of a consistent process for integrated Anti-Money Laundering (AML) and Financial Crime and compliance programme for the identification, prioritization, management, monitoring and reporting of AML risks and issues within the bank that is aligned to legislation and best practice, including technology enablement.
- Suspicious transactions Reporting, Suspicious activity reporting, Terrorist Property Reporting, Cash Threshold Reporting, Sanctions, Politically Exposed monitoring and database, Client Risk Profiling, Customer Due Diligence and Enhanced Due Diligence and Ongoing Due Diligence, Financial Action Task Force best practice adoption
- Assist in Training, relating to AML regulatory requirements.
- Independently monitoring and reporting to AML Officer on the effectiveness of the AML Programme.
- Participate in the development of the broader risk management strategy as a member of the ERM function.
- Maintenance of a policy and procedure repository within the bank in relation to AML
- Ensuring all processes and controls are mapped and documented to detect potential money laundering
- Developing and implementing systems for sourcing information, such as complaints, whistleblowing, media reports, feedback from staff members dealing with clients on a day-to-day basis and participation in industry groups in relation to Anti-money laundering
- Maintaining a comprehensive AML, Sanctions and Financial Crime Manual.
- Independently monitoring and reporting to AML Officer on the effectiveness of the AML Programme.
- Participate in the development of the broader risk management strategy as a member of the ERM function.
- Maintenance of a policy and procedure repository within the bank in relation to AML
- Ensuring all processes and controls are mapped and documented to detect potential money laundering

- Developing and implementing systems for sourcing information, such as complaints, whistleblowing, media reports, feedback from staff members dealing with clients on a day-to-day basis and participation in industry groups in relation to Anti-money laundering
- Maintaining a comprehensive AML, Sanctions and Financial Crime Manual.

2. Develop a comprehensive Training Programme for the AML and provide training to employees

- Manage the Client risk profiling tool for the Risk Based Approach
- Designing system controls
- Analysing screening data and identifying potential red flags
- Analysing AML transactional data and client data
- Keeping and maintaining version controls of all clients screened
- Analysing trends and patterns, including on CDD, EDD
- Ensuring that the risk rating outcomes are monitored
- CTR, STR, TPR and reporting timeously to the FIC without tipping - off the individuals concerned amongst other requirements.
- Maintaining and Monitoring training statistics as it relates to AML
- Identifying high risk areas and put forth recommendation
- Assist in the training of employees on the AML program. This includes CTR, STR, TPR, KYC

3. Support the credit and other transactional process in ensuring sanctions screening are undertaken timeously

- Ensure business understands processes and requirements for Sanctions Screening
- Screening of transactions timeously
- Highlighting Red flags
- Developing system controls
- Assist with recommendations to various committees in an integrated manner

4. Assist in the development of and implementation of technological efficiencies in the AML programme

- Technological design – CTR, TPR, STR, Risk Rating
- Process design: AML, Sanctions, Financial Crime
- Systemic design – AML and Sanctions Architecture
- Identifying Red Flags
- Maintaining systems updates

- Upfront and ongoing control development
- Identify High Risk Areas and put forth recommendation

5. Reporting

- Develop Reporting Templates AML, Sanctions Screening and Financial Crime
- Timeous reporting to committees, FIC and stakeholders
- Reporting on budgetary requirements or developments and system capability for various committee approval
- Reporting on Industry Trends

Preferred Minimum Education and Experience

- Relevant three-year Degree/ National Diploma in Compliance Law, Finance, Economics, Business Management.
- Pursuing CAMS certification or intentions
- 3 years financial services data analysis.
- 3 years AML experience
- 2 years Building and Designing AML and Sanctions Controls for AML Systems and Reporting

Critical Competencies

- Microsoft Office and Advanced Excel
- Knowledge of enterprise risk management principles including financial crime
- Knowledge / Experience of compliance and AML systems / tools
- Compliance and AML Management Principles and Processes
- Knowledge of Compliance related legislation, including all AML regulations
- Knowledge and interpretation skills of all applicable legislation to the business of the Bank and ability to communicate on advanced level.
- Knowledge / Experience of databases and strong administration skills

Additional Requirements

- Travel as and when required
- Extended hours as and when required
- Act as line of assurance to the AMLO regarding analysis, reporting etc. of AML, Combating Financial Terrorism and Sanctions.