



STAFF RECRUITMENT

The Trinidad and Tobago Securities and Exchange Commission invites applications to fill the **three (3) year contract position** of:

Senior AML Officer (Compliance & Inspections Division)

A. Job Summary

The job requires the incumbent to assist the Director, Compliance and Inspections (Director) in implementing a risk-based approach to anti-money laundering/countering terrorist financing/countering proliferation financing (AML/CTF/CPF) policy framework and be a source of expertise to ensure the Commission effectively meets its AML obligations as a supervisory authority.

B. Responsibilities/Accountabilities

- Identifies/assesses AML/CTF/CPF risk of registrants in the sector, by conducting surveys and other means and updating assessments to guide the Commission's AML/CTF/CPF policy framework.
- Contributes to implementation of the Commission's AML/CTF/CPF policy decisions on areas of concern by collating and analyzing cumulative results of risk assessments.
- Assists the Director in developing and implementing the Unit's AML Work Plan.
- Performs general oversight of the AML Analyst.
- Reviews Compliance Officer applications and requests for designation of alternate Compliance Officers and recommends approval/non-objection, as necessary, for CEO approval.
- Reviews all Commission issued AML/CTF/CPF guidance to ensure alignment with legislative provisions and international standard setting bodies and recommends amendments for strengthening such guidance.
- In consultation with the Director, liaises with Legal in recommending amendments to AML/CTF/CPF laws and internal procedures.
- Conducts research for drafting of and/or drafts supervisory guidelines, policies procedures and reporting requirements as directed and ensures alignment with international standards and best practices as well as the domestic legal and regulatory framework.
- In consultation with the Director, conducts outreach or sensitisation sessions with registrants to clarify any Commission issued guidance or inform of emerging trends.

- Collaborates with other supervisory authorities in reviewing AML policy framework.
- Liaises with officers in Compliance and Inspections Division regarding findings from AML/CTF/CPF compliance reviews and identifying issues and emerging trends impacting registrants (and the sector) and keeps the Director abreast of these developments.
- Performs other related duties as required.

C. Minimum Qualifications, Experience & Knowledge

- Bachelor’s Degree in Finance/Business/Accounting or related field.
- 5 years’ experience at a professional level in a regulatory environment or related field.
- Post graduate qualifications in Finance/Accounting or a related field will be an asset.
- Any other equivalent combination of education, training and experience would be considered.
- CAMS or FIBA or other relevant AML/CFT accreditation will be an asset.

D. Competencies

Technical Competencies:	Behavioural Competencies:
<ul style="list-style-type: none"> • Good working knowledge of financial legislation and prudential guidelines and regulations, including AML/CTF/CPF legislation. • Clear understanding of Trinidad and Tobago’s legislation that governs the securities industry, such as the Securities Act Chapter 83:02, as well as Proceeds of Crime Act Chapter 11:27, Anti-Terrorism Act Chapter 12:07, Economic Sanctions Act Chapter 81:05 • Knowledge of financial markets and instruments • Project Management skills • Analytical and Research skills • Written and oral communication skills • Competent in Microsoft Office Suite including database search skills 	<ul style="list-style-type: none"> • Integrity • Teamwork / Cooperation • Initiative / Drive • Customer Orientation • Achievement Orientation • Strategic Orientation • Analytical Thinking • Interpersonal Understanding • Relationship Building

E. Key Contacts

Internal: Lead Counsel, Advisory and Lead Counsel, Enforcement, Legal; Manager, Policy Research and Planning.

External: Central Bank of Trinidad and Tobago, Financial Intelligence Unit of Trinidad and Tobago, registered broker dealers, investment advisers, reporting entities.

All applications should be forwarded under confidential cover and addressed as follows:

Vacancy – Senior AML Officer (3-year Contract)

Director, Human Resources

Trinidad and Tobago Securities and Exchange Commission
Levels 22-23, Tower D
International Waterfront Centre
1 Wrightson Road
Port of Spain

Email address: vacancies@ttsec.org.tt

Applications should arrive no later than **January 6, 2025**.

The Commission thanks everyone for your interest, however, only shortlisted candidates will be contacted.