



## **BFCHRJ - 141 – Compliance Manager & Deputy MLRO | Compliance | Bahrain**

### **About the role:**

The Compliance Manager & Deputy MLRO is responsible for monitoring the day-to-day execution and implementation of the Financial Crime Module issued by the Central Bank of Bahrain and applicable AML/CFT regulations in addition to the Company's related internal policies and procedures.

He / She is also responsible for providing support to the Head of Compliance and MLRO in a variety of other regulatory compliance related areas and supervising the day-to-day operations of the Compliance Department.

### **Your Responsibilities:**

- Primarily responsible for support and management of the compliance program, ensuring that the Company is compliant with regulatory requirements and internal procedures.
- Maintain an effective AML/CFT communication program for the organization, including an effective compliance training program for all relevant employees and senior management.
- Conduct periodic internal reviews to ensure that compliance procedures are followed.
- Conduct and/or direct the internal investigation of compliance issues and follow-up until resolved.
- Responsible for the timely response to enquiries from regulators or other authorities
- Monitor the performance of the AML/CFT program and related activities on a continuing basis, taking appropriate steps to improve its effectiveness.
- Maintain knowledge and updates of industry standards and international regulatory requirements and highlight to management any concerns of non-compliance or improvements that can be made to existing controls and procedures.
- Ensure all relevant staff are effectively trained on AML/CFT and their respective responsibilities and identifying any additional training needs – as required.
- Act as a point of contact for all Compliance and AML/CFT related queries including STRs and reporting to the authorities as required.
- Assisting the Head of Compliance and MLRO in preparing annual reports on Compliance related matters including AML/CFT presentations and Compliance MIS to the Senior Management and Board of Directors.
- Supervise the day-to-day operations of the Compliance Department.



- Ensure all staff in the Compliance Department are being developed and trained appropriately.
- Assist the Head of Compliance and MLRO with other compliance related activities – as required.
- Other relevant ad-hoc tasks – as required.

#### **About You**

You are required to have Bachelor's degree required; preferably in Banking/Finance/Business or related field.

- Compliance and AML Certifications; CAMS preferred.
- Minimum of 3 years' experience in Compliance, AML, risk, audit, or other related areas in the financial services industry
- In depth knowledge of foreign exchange industry and CBB's rulebook requirements
- Strong writing and verbal skills in Both English and Arabic
- Good communication and presentation skills
- Advanced knowledge of MS Office
- High attention to details
- Strict work ethics
- Excellent research, problem-solving and negotiation skills