



BFCBHRJ-153 – Compliance Analyst | Compliance | Bahrain

About the role:

The Compliance Analyst is responsible for providing support to the Compliance Manager & DMLRO in a variety of compliance related areas including monitoring the execution and implementation of the AML regulations issued by the Central Bank of Bahrain and the Company's internal policies and procedures.

Your Responsibilities:

- Investigate sanctions hits.
- Assist in the compilation and maintenance of internal watch lists.
- Assist with enquiries from the Central Bank of Bahrain and Ministries.
- Coordinate the gathering of customer due diligence requirements for new and existing wholesale clients.
- Monitor and assess the quality of retail customer KYC documentation, raise any concerns to the Compliance Manager & DMLRO.
- Provide advice and guidance to staff on customer due diligence requirements.
- Receiving internal STRs and undertaking reviews to determine if such suspicions have substance and require disclosure to the relevant authorities.
- Monitor transaction reports to identify and investigate any suspicious transactions.
- Alerts investigation and clearing.
- Prepare regular reports and statistics for the Head of Compliance and MLRO.
- Assist with compliance related projects.
- Other ad hoc tasks as required.

Qualifications:

- Diploma or bachelor's degree holder.
- Minimum 1-year experience within a money remittance business preferably in an AML related role. High standard of accuracy and attention to detail.

Other skills required for the job:

- Good analytical skills.
- High standard of accuracy and attention to detail.
- Strong Bilingual (English and Arabic) written and verbal communication skills.