



## **BFCBHRJ – 166 – Compliance Manager & DMLRO | 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 & 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 in compliance to 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 and is 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 & 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 and ensure all staff are being developed and trained appropriately.
- Monitors the performance of the Risk and Compliance Program and related activities on a continuing basis, taking appropriate steps to improve its effectiveness.
- Monitor the level of AML/CFT compliance within the branches and identify any additional training needs.
- Point of contact for all AML related queries and STRs and reporting to the authorities as required and prepare the annual MLRO reports on AML Compliance to be presented to the Board of Directors and CBB.
- Other relevant ad-hoc tasks – as required.



**Qualifications:**

- Bachelor's degree required; preferably in Banking/Finance/Business or related field
- ICA Diploma and CAMS / ACAMS certification required.
- Minimum of 3 years' experience in Compliance, AML, risk, audit or other related areas in the financial services industry.
- Prior approval from the Central Bank of Bahrain (CBB) is required.
- Strong knowledge of Foreign Exchange (FX) operations and the CBB Rulebook.
- Extensive experience and expertise in AML/CFT frameworks, practices, and regulations.
- Proven managerial and leadership experience in a compliance or financial services environment

**Other skills required for the job:**

- 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