



*Our people are our competitive advantage.*

At Butterfield, we pride ourselves on being approachable, disciplined and proactive. If you embody these qualities and have the necessary experience, you may be the one we're looking for.

## Compliance Analyst

### Compliance

This position reports to the Assistant Vice President, Compliance Manager and will be part of a group of analysts that are assigned a variety of tasks on a rotating basis.

#### Your responsibilities will include:

- performing customer due diligence on new and existing accounts to establish the risk/monitoring profile that should be applied and the transaction analyses that should be performed
- completing specific investigations based on the results of these analyses, preparing reports to the AVP Compliance Manager of findings and making recommendations regarding the preparation of suspicious activity reports
- addressing documentation or information requests received from the regulatory authorities in Bermuda within mandated timescales
- performing detailed transaction analyses on a timely basis for a variety of products and services offered by our banking operations in both Bermuda and Cayman
- maintaining and updating Compliance logs to monitor the accuracy and timeliness of internal and external reporting

#### Your experience may include:

- University degree with either two years relevant experience or a minimum of four years experience in the financial services industry
- ability to deconstruct complex financial transactions and understand complex customer structures
- proven ability to prioritise, multi-task and work to tight deadlines
- strong analytical and problem solving capabilities
- understanding of the Group's legal and regulatory compliance obligations associated with the prevention of money laundering, terrorist financing and bribery and corruption
- high ethical standards and an ability to handle sensitive situations and highly confidential information with absolute discretion
- good communication skills (both oral and written)
- proficient in Microsoft Office suite of applications particularly Excel

CLOSING DATE: 27 November 2013

All applications should be forwarded **via e-mail** to: [resumes@butterfieldgroup.com](mailto:resumes@butterfieldgroup.com)

ATTENTION: Human Resources

Hardcopy applications will not be accepted.

[www.butterfieldgroup.com](http://www.butterfieldgroup.com)



Butterfield

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