

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 Manager

Compliance

This position reports to the Group, Head of Compliance and is responsible for leading a team that assists departments in the execution of their compliance requirements, including the completion of Know Your Customer (KYC) due diligence both at the time of on-boarding and on an on-going basis throughout the relationship life cycle. The incumbent will also be responsible for the analysis of complex requests, for the preparation of analyses on the customer portfolio.

Your responsibilities will include:

- ensuring on-going customer review processes are completed, including the preparation of reports for departmental review and specific responsibility for a portfolio of relationships where these activities are performed by the Compliance team
- managing the KYC programme in Bermuda
- overseeing the maintenance and management of internal logs relating to the KYC processes; ensuring that monthly control reports and quarterly breach reports are prepared, distributed and actioned in a timely manner
- liaising effectively with counterparts in other jurisdictions to share information/best practices
- being a subject matter expert on AML/ATF matters, keeping abreast of emerging trends/developments and providing counsel to line management
- completing other duties that may be assigned by the Group Head of Compliance from time to time

Your experience/skills may include:

- University degree or five years' of compliance-related experience in the financial services industry
- relevant professional accreditation or in the process of obtaining them
- excellent communication skills, both verbal and written, including experience in working with and presenting to both senior and executive management
- superior analytical and problem solving skills and the ability to multi-task while working to meet challenging deadlines
- high ethical standards with the ability to handle sensitive situations and confidential information with absolute discretion
- proficient in Microsoft Office suite of applications

CLOSING DATE: 10 June 2014

All applications should be forwarded **via e-mail** to: resumes@butterfieldgroup.com

ATTENTION: Human Resources

Hardcopy applications will not be accepted.

www.butterfieldgroup.com



Butterfield

THE BAHAMAS | BERMUDA | CAYMAN ISLANDS | GUERNSEY | SWITZERLAND | UNITED KINGDOM