

# Careers, by BUTTERFIELD.



## Take a step in the right direction.

At Butterfield, we provide financial services with a personal touch, we focus on results, we value relationships, and we celebrate success. If that sounds like your kind of company, then consider this opportunity to become part of a collaborative team of professionals at the world's leading, independent offshore bank and trust company.

### Senior Compliance Analyst

The position reports directly to the Vice President, Branch Banking and is responsible for assisting clients with their retail banking requirements, either by completing transactions or referring them to other departments as needed.

#### Your responsibilities will include:

- Providing assistance to ensure full alignment with regulatory requirements relating to Financial Crime reporting for all activity undertaken in Bermuda including the submission of Internal Disclosures
- Undertaking detailed investigations arising from Internal Disclosures or related activity and making any necessary recommendations
- Reviewing compliance onboarding practices and documentation, liaising with the business as required and making any recommended improvements
- Maintaining a positive and constructive relationship with the local Regulator, Financial Crime authorities and other authorities. Dealing in an open and transparent manner with regard to the provision of timely notifications in accordance with regulatory requirements, including formally advising them of any Financial Crime regulatory breaches and responding promptly to requests for information
- Creating and delivering Financial Crime training (where not already in the Group Compliance training library) where deemed relevant, in addition to supporting updates and roll outs of Group e-learnings
- Providing appropriate guidance to the Middle Office and Compliance colleagues in Halifax as it pertains to surveillance
- Identifying date quality issues, recommending solutions and implementing change
- Notifying management upon any discovery of standards not met with recommendations for rectification or improvement
- In the absence of the Money Laundering Reporting Officer, acting as the point of contact for authorities in matters pertaining to Financial Crime

#### Your qualifications and skills include:

- University degree with an internationally recognised professional Compliance qualification
- Minimum of 5 years' relevant Compliance/Financial Crime experience
- Ability to promptly and appropriately escalate to management risks and/or failure of standards
- Strong communication skills, both written and spoken (primary language English) with relevant internal stakeholders on Compliance and Financial Crime standards
- Ability to analyse reports, identify failings and to notify same together with recommendations for remediation
- Ability to produce and maintain reliable recordkeeping arrangements of activities undertaken to ensure that such records meet internal and external audit and compliance requirements
- Ability to operate effectively in a multi-disciplinary team, and independently deliver high quality work
- Ability and technical knowledge to assist in developing and facilitating Compliance and Financial Crime training activities
- Strong analytical and problem-solving skills
- Ability to multi-task and work to tight deadlines
- Ability to operate effectively in a multi-disciplinary team, and independently deliver high quality work
- High ethical standards with the ability to handle sensitive and confidential matters with absolute discretion
- Ability to liaise and communicate competently within a team in order to ensure the effectiveness of the Compliance and Financial analytical activities

#### About the team

The Compliance department ensures that the Bank complies with all applicable laws and regulations in the jurisdictions it operates, and it plays an essential role in helping to preserve the integrity and reputation of our business. It is responsible for establishing regulatory policies within the Bank and monitoring changes in economic conditions and regulatory requirements keeping Butterfield up-to-date with the latest thinking.

#### Why Butterfield?

The Butterfield experience is enhanced by robust learning and development opportunities, comprehensive benefits, and preferred rates on a variety of proprietary financial services. Guided by our core values—approachable, collaborative, empowered and impactful—we provide a respectful environment where the diversity of our employees and the talents and experiences they bring are celebrated and valued. With a 160-year tradition of service excellence, we empower individuals to achieve their goals and make a positive impact on our business, our clients and our communities.

#### Does this sound like you?

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

#### Closing date:

Friday, 7 October, 2022

## Let's start a conversation.



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



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