

On behalf of our client, **Bermuda Commercial Bank Limited (“BCB”)**, we are seeking a **Head of Compliance Operations**. This position will be responsible for managing the front and mid-office teams’ day-to-day adherence to compliance and regulatory responsibilities. The successful candidate will be experienced, self-motivated with excellent communication, organizational and interpersonal skills.

Role and Responsibilities:

- Manage a team and lead all 1st line compliance operations tasks including on-boarding customers, periodic reviews (including tracking), exiting customers, manual and automated customer screening, customer background searches, etc.;
- Manage execution of all 1st line remediation plan tasks in response to BMA or Internal Audit findings;
- Track and support high priority initiatives of the Bank and identify any obstacles in the day to-day responsibilities of the 1st line compliance operations;
- Act as compliance operation “centre of expertise” to provide technical support to other 1st line employees (relationship managers, customer experience, etc.);
- Grow team with strong compliance expertise of high risk or complex customers including corporates, collective investment vehicles, trusts, insurance customers and train 1st line teams;
- Provide guidance, structure and discipline to 1st line teams regarding meeting compliance requirements and deadlines e.g. periodic reviews;
- Assume responsibly and play a dynamic, influential role in streamlining 1st line compliance processes including forms, processes, systems in coordination with other BCB functions, leveraging technology and innovation;
- Coordinate with 2nd line risk team on all risk incidents related to 1st line compliance operations;
- Review and validate all submissions to Business Assessment Committee (on -boarding and exit).

Minimum Qualifications:

- Diploma in compliance and/or AML, such as ACAMS or ICA required;
- Over 7 years’ experience working in the field of Financial Crime Compliance within the financial services industry, for financial regulators and /or as a consultant servicing these;
- Expert understanding of a banks’ AML, ATF and Sanctions Program and proven history of designing and testing ML, TF and Sanctions risk assessments and compensating controls;
- Significant experience with designing and testing policies and procedures based on evolving regulatory changes and industry best practices;
- Experience with testing AML/ATF Program components, conducting gap analysis and designing remediation actions;
- Experience with Temencs T24/FCM, Dow Jones and procedures for manual and automated system based transaction monitoring and sanction screening;
- Demonstrable knowledge of the banking, trust and corporate service provider FCC license requirements, products and operational procedures within the businesses;
- Knowledge of the regulatory environment applicable to BCB Group with particular emphasis on the application of laws, principles, rule and requirements;
- Experience with leading project teams and presenting to financial regulators, directors and senior management;
- Proven experience providing strategic guidance and delivering training to relevant stakeholders on regulatory and compliance matters;
- Ability to think strategically and successfully articulate the strategy to the business;
- Excellent skills related to MS Office Suite including Excel;
- Team player, collegiate, inspirational, thought leadership.

Interested persons who meet the criteria, please submit Cover letter and CV to the below. References will be requested and verified for short-listed persons. **The Platinum Group Ltd., P.O. Box 1415, Hamilton HMFx, Bermuda, Tel: 441-296-4090 email: careers@platinumgroup.bm**

Closing Date: November 4, 2022

