

Assistant Manager, Compliance

Key Responsibilities:

- To assist business unit for performing gap analysis, gap remediation, and quarterly testing on Compliance Matrix.
- To assist on-site review/unit review at the branches and support business units.
- To prepare regulatory update, monthly compliance report and such other report(s) as may be required from time to time.
- To review products paper and provide feedback on any potential compliance impact.
- To escalate breaches/non-compliance issue(s) as and when occurs by submitting the incident report to Head, Compliance and Operational Risk.
- To monitor transaction monitoring in AML system to detect of suspicious transaction, otherwise, assist to prepare suspicious transaction report (STR) to FIU.
- To assist reviewing products paper and provide feedback on any potential AML/CFT impact.
- To conduct ODD review and ensure ODD are closed properly and on time.
- To support branches/business units any inquiries or AML/CFT matters.
- Conduct periodic checks at the branch related to ML/FT detection.
- Conduct review on AML/CFT Monitoring Alert conducted by branches and perform review of alerts which are under review by Compliance Department.
- Conduct review on the Annual Review of Customers performed by branches.
- Prepare report on AML/CFT Monitoring Alert and submitted to Head of Compliance.
- Conduct independently checks on the account opening on samples basis to verify on the quality of Customer Due Diligence (CDD), Enhanced Customer Due Diligence (ECDD), other required documents are met with the requirements.
- To work on whole bank risk assessment as well as quarterly assessment on AML/CFT to regulators.
- To consolidate Watch List and upload.
- To provide necessary training to Branches in relation to AML/CFT & TFS and Bribery & Corruption.
- To work with IT Department on Compliance and AML/CFT related project.

Knowledge Skills and Experience:

- Law Degree or Business Degree or Related Degree.
- Minimum 5 years' experience in banking or financial institution. Compliance function is preferable.
- Able to work in a fast paced, challenging environment.
- Ability to work under matrix environment with deadline.
- Excellent communication and interpersonal skills.
- Excellent organization and execution skills.
- Computer literacy in MS application, Word, Excel, and Power Point.

How to apply:

Please submit your application via email: careers.kh@cimb.com

Or call us at 081 240 333