



Job description

PT0786 - AML L2 Officer

Position (JAD4)	Role Family	Local Role Type	Local Role
Specialist Compliance Officer	Compliance	Core	Officer
Span of control	Reporting Line (Territory)	Reporting Line (Group)	Cross Business
	Team Leader		No

Mission

The AML L2 Officer performs an initial review of alerts escalated by AML L1, followed by more in-depth investigations for alerts that warrant an in-depth investigation. AML L2 Officers can make a decision either to close a case (subject to a 4-eyes review) or escalate to AML L3 Local Compliance Teams those cases which may warrant the filing of Suspicious Activity Reports or in any case indicate conduct which appears to sit outside the Group's risk appetite.

Responsibilities

- Deliver a timely and efficient investigation of alerts escalated by AML L1 by ensuring alerts are correctly prioritised by order of date or risk category and by handling the alerts efficiently, working effectively with internal stakeholders to obtain all relevant information.
- Conduct diligent desktop research to assess relevant data for each alert which will often include KYC, payment details, account activity, clients' counterparts' business activity, records of counterparts' owners and directors, location and choice of payment vehicle.
- Write and think clearly and succinctly to produce cogent and incisive investigation reports. The investigation reports should allow the reader to understand the logic of the investigator's assessment of risks, the conclusions to close or escalate the case and to easily link the investigators' findings to the evidence collated by the investigator.
- Keep updated on developments around the world and locally in the market concerned so as to make intelligent assessments in a broad range of cases whether the payment flows give reason to suspect any type of financial crime, whether this be money laundering, tax evasion, sanctions circumvention, bribery & corruption, financing of terrorist activity or other types of criminal activity.
- Contribute to the team's organisation and coherence by facilitating discussions within the team (e.g., at morning meetings).
- Contribute to the continuous improvement of processes and tools by identifying and measuring process inefficiencies or tool deficiencies, escalating these so that proposed changes can be assessed and sharing best practice with other AML L2 and Compliance Hub Teams.

Skills

Type	Skill	Mastery
Behavioral Skills	Attention to detail/rigor	Beginner
Behavioral Skills	Decision Making	Beginner
Transversal Skills	Analytical Ability	Beginner
Behavioral Skills	Ability to collaborate/Teamwork	Beginner
Business Skills	Compliance - Compliance knowledge	Beginner

Languages

It is required one of the following languages: English (Fluent), French (Fluent)



Tools and Methodologies

- COMPLIANCE Actimize (Beginner)
- FINANCIAL SOFTWARE Norkom (Transaction Monitoring) (Beginner)

Experience, Academic Background & Other Qualifications

Field of Expertise

- Audit ([0 - 2] years)
- Compliance ([0 - 2] years)
- Risk and Controls ([0 - 2] years)

Academic Background

- Highschool

In your position you will be exposed to Compliance risks and it is your duty to contribute to protecting the Bank. As a BNP Paribas employee, you must act in compliance with all internal policies and procedures applicable to you and to the business area you are (will be) working for. Financial Security, Know Your Client, Protection of Interest of Clients, Market Integrity, Professional Ethics, Anti-Bribery & Corruption as well as respect for Banking and Fiscal Compliance regulations are at the very core concern of the Bank. The stringent compliance with the above is deemed as an overarching goal for any employee in the Group.