



INTERNAL & EXTERNAL

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| Job Title | SUPERVISOR C4: AML & REPORTING Postbank - Bloemfontein |
| Reports to | Manager: Financial Crime |
| Summation | <p>Ensure that all AML/CFT related regulatory reporting obligations are met (e.g. suspicious and unusual transactions, Terrorist Property Reports, Cash Threshold Reports enquiries by regulators etc.) Manage workflow to ensure effective investigation of alerts and act as oversight for decisions made by staff regarding the above and referring appropriate decisions to management. Make recommendations to improve the configuration of the application to ensure effective use of the AML/CFT systems.</p> |
| Key Responsibilities | <ul style="list-style-type: none"> • Monitor and maintain internal rules regarding AML/CFT controls and procedures • Monitor and ensure the implementation of Audit Queries • Responsible for Money Laundering and terror financing investigations (Review of investigations of transaction monitoring, sanctions and PEP alerts and other AML/CFT alerts and report there on). • Responsible to prepare and refer all draft reports to the Manager and Senior Manager for approval before final submission to the FIC. • Responsible to report incidents, where necessary, to the Financial Intelligence Centre (FIC) or relevant investigating authorities timeously. • Attend to requests from the FIC in terms of FICA on suspicious or unusual transactions and/or terrorist property reports. • Ensure proper investigation on suspicious or unusual transaction reports (STR), triggered as alerts and report unresolved cases to the Manager. • Review alerts actioned by staff. • Make recommendations to improve the configuration of the application to ensure effective use of the AML/CFT screening and monitoring systems • Responsible for the general administration and supervision of the section |
| Minimum Requirements, Job requirements, Skills & Attributes | <p>Minimum Requirements</p> <p>Qualifications</p> <ul style="list-style-type: none"> • Relevant National Diploma/Degree, NQF 6 (with Risk Management or Auditing as a Major subjects). • Any further qualification in a financial or Risk and Compliance related field will be an added advantage. • Diploma in AML/CFT will be advantageous. <p>Experience</p> <ul style="list-style-type: none"> • At least 5 years' experience within a financial environment. • Any insurance related or customer service related experience will be an advantage. • Knowledge of Operational Risk and Compliance • Knowledge of the AML/CFT systems/UBS/SAP/Postilion/RubiQ • Knowledge of Bank Financial Systems • Deep Knowledge of AML & TF • Thorough understanding of financial and accounting principles. <p>Skills and Attributes</p> <ul style="list-style-type: none"> • Computer literacy (At least MS Office); Ability to handle detail information correctly; excellent verbal and written communication skills; Conflict resolution skills. Assertiveness; Detail orientated; Inquisitive; Analytical skills; Trust; Problem solving; Supervisory skills |
| Contacts | <p>The South African Postbank SOC Limited is committed to the achievement and maintenance of diversity and equity in employment, especially with regard to race, gender and disability. In compliance with the banks employment equity plans, first preference will be given to candidates from designated groups. Correspondence will be limited to short listed candidates only.</p> <p>If you wish to apply and meet the requirements, please forward your Curriculum Vitae (CV) to Tshegofatso.lebusho@postbank.co.za . Please indicate in the subject line the position you are applying for. To view the full position specification, log on to www.postbank.co.za and click on Careers.</p> <p>Closing date: 05 October 2021 Position numbers: 60062700 Cost Centre: 459642</p> <p>If you do not hear from the South African Postbank SOC Limited or its Agent within 3 months of this advertisement, please accept that your application has been unsuccessful. The South African Postbank SOC Limited reserves the right not to fill the positions or to re-advertise the positions at any time.</p> <p>POPIA provides that everyone has the right to privacy and it includes a right to protection against the unlawful collection, retention, dissemination and use of personal information. By applying for employment you consent to the processing of your personal information with Postbank. Your personal information and any attached text or documentation are retained by Postbank for a period in accordance with relevant data legislation.</p> |