

COMPLIANCE GRADUATE INTERNS

An opportunity is available at the Compliance Department for the above position. The job holder is responsible to carry out duties under the guidelines issued based on the respective acts, policies and process manuals of the bank and within the internal compliance standard & Central Bank regulations. The job holder should mainly concentrate on avoiding of any ML/ FT/KYC risks arises under his/her responsible working area and must be aware of the laws / directions issued by the Financial Intelligence Unit (FIU) of the Central Bank of Sri Lanka.

THE JOB

- Replying to the queries from the FIU on timely and accurate manner.
- Review customer transactions, conduct initial analysis, and identify potentially suspicious activity as well as escalate cases for further review.
- Take necessary action on the information requested by various Law Enforcement Authorities (LEAs) by distribution same to the relevant stake holders.
- Have a clear idea on how to identify unusual patterns which are possible Red Flags relating to Money Laundering
- Research entities and / or individuals using open source searches to assess if any anomalies are identified with transaction pattern and customer profile
- Carry out the preparatory work for filing of Suspicious Transaction Reports on Customers where suspicious transactions are observed
- Collate information on analysis and investigations and maintain in a single database using Excel and other relevant software tools
- Support the staff in researching and responding to regulatory requests
- Provide support with follow up on special projects that need to be carried out to support the AML Program

THE PERSON

- Be an undergraduate of IT / Finance / Management or possess and equivalent professional qualification
- Should be skilled in analyzing large amounts of data. Knowledge of modeling techniques, statistical analysis techniques and tools, and various database architectures will be an added advantage
- Possess sound knowledge in Microsoft Office programs, specifically Excel
- Possess sound research / investigative skills
- Possess excellent written communication skills
- Possess good communication skills
- Should be result-oriented and be attentive to detail

Please login to <https://www.ndbbank.com/careers> to apply on or before **04th December 2023**

We will correspond only with the shortlisted applicants
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Vice President Human Resources