



# WE ARE HIRING

## SENIOR AML CTF ANALYST

**Location** | Port Moresby Branch

**Qualifications** | Degree Business or Finance and Mathematics.

**Experience** |

- Experience in Policy writing.
- 1 -2 years' experience.
- 1 year in AML CTF.
- Problem Solving skills – thinking out of the box and ability to identify issues.
- Any experience in developing, implementing, and managing AML CTF Programs.

A full job description of this role can be found on our website <https://www.tisa.com.pg/about-us/careers/>

**Successful candidate are to provide the following Pre-Employment Requirements;**

1. Medical Examination Report (must be of current year)
2. Police Clearance (must be of current year)

**Application Closes 4pm, Tuesday 17th September 2024**

For more information visit:  
**[www.tisa.com.pg](http://www.tisa.com.pg)**

Submit your Expression of Interest and Resume to:  
**[TISA.Recruitment@tisa.com.pg](mailto:TISA.Recruitment@tisa.com.pg)**



## Job Vacancy: Senior AML CTF Analyst

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We are seeking to recruit an experienced and qualified talent for the position of a **Senior AML CTF Analyst** for our AML CTF Division. Reporting to the AML CTF Manager, the successful incumbent is primarily responsible for supporting and influencing a culture of compliance throughout the organisation, as well as assisting in the management and execution of an efficient Anti-Money Laundering and Counter-Terrorist Financing (AML/CTF) Programme.

### Key Accountabilities:

- Ensure that AML Department achieves satisfactory rating from annual audit on areas involving Transaction monitoring.
- Monitoring AML Module of OFSAA and Transaction. Ensure there are no reviews left outstanding in the "Pending Review" queue by end of day on daily basis.
- Perform quality assurance checks to ensure that information on the following registers is performed daily, SMR register, ECDD register, PEP register and HRC register. Ensure maintenance reviews done daily.
- Ensure Periodic Reviews and Trigger Reviews are scheduled and reviewed as per TISA Account onboarding date of anniversary.
- Perform quality assurance checks on all registers that are to be used by AML Technician team for TISA PEP List, HRC List and reporting purposes. Ensure all statistics are reported to AML Manager weekly and monthly for Management report and for BARRC report as well.
- Effective and prompt communication to internal and external customers applying TISA service standard to avoid customer complaints.
- Consistently apply and practice the Code of Conduct as per HR Policy on behavioural management ensuring the values of TISA are practiced.
- Full compliance with the AML CTF Policy including training and passing of an accredited exam.
- Comply with Policies on Anti-Bribery & Anti-Corruption ABC, Conflict of Interests and Gift and Entertainment, Employee Code of Conduct and AML/CTF Department.
- Develop training plan and ensure to attend all scheduled internal/external training sessions.

### Educational Qualification and Experience:

- Degree or Tertiary Institution preferably in Accounting, Business or Finance, Law, or Mathematics.
- 3-4 years relevant experience in retail banking, savings and loans or superannuation industries and 2 or more years in an AML CTF position.
- Good communication, intra-personal skills and people management skills
- Problem solving skills – thinking out of the box and ability to identify issues.
- Must be computer literate.
- Knowledge of Savings & Loan Lending Policies and Procedures.
- Experience in developing, implementing, and managing AML CTF programs.