

Be a part of Sri Lanka's Most People Friendly Bank



Junior Executive Assistant Compliance Division

Job Role

- Conducting Compliance reviews as per the review plan and submission of the review reports to BIRMC
- Investigating the Alerts generated on customer transaction through AML system and escalate potentially suspicious activities to supervisor
- Evaluating Monthly branch self-evaluation Report submitting by the Branches
- Coordinating with internal departments in submitting the details as requested by law enforcement authorities
- Reviewing of Compliance Risk Assessments in order identify the priorities areas of concern for the bank to undertake further reviews and action
- Conducting Due-Diligence for Financial Institutions in establishing RMAs

Candidate Profile

- Team-player, adoptable and outgoing personality
- Excellent analytical, advisory, report writing, presentation and communication skills and problem solving and time management techniques
- Have a good understanding of the Regulatory landscape of Sri Lanka
- High level of Computer literacy (Ms Office)
- Possess 3-4 years Banking experience, out of which 1- 2 years in Compliance /Audit /Risk control functions
- Full or Part qualification in Banking and Finance or any other equivalent professional qualification (CA/CMA/CIMA/ACCA)
- Diploma in Compliance from a recognized Institution would be a distinct advantage

Send your CVs to careers@amana.lk indicating the position applied for in the subject line on.

Only shortlisted candidates will be notified



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