

SBI Canada Bank

SBI Canada Bank was established in Canada in 1982 as a wholly owned subsidiary of State Bank of India, the largest bank in India.

Assistant Manager, AML/ATF

This position reports to the Chief Compliance Officer (CCO) and is primarily responsible for performing the following functions:

1. Prepare and submit compliance-related internal and external reports, including the reports submitted to FINTRAC and OSFI.
2. Analyze alerts generated by the transactions monitoring system, discuss findings with Manager Compliance, and report suspicious transactions to the prescribed authorities.
3. Stay abreast of compliance-related policies and procedures implemented by the bank.
4. Conduct periodic screening of clients' data base and escalate potential matches to the attention of the Manager Compliance. Provide support in updating negative and accept lists maintained by the bank.
5. Participate in the self-assessment of functions performed by the Compliance Team.
6. Provide guidance and support to branches and business functions on compliance-related matters, as required.
7. Organize the Monthly BCO Meeting, send invites and agenda, take notes, and track action items.
8. Provide support to the Compliance Team on various functions performed by them, as required.
9. Perform other functions as assigned by the CCO on time-to-time basis.

Job Requirements

- Minimum 2-3 years experience in a compliance related role, preferably related to anti-money laundering and anti-terrorist financing, or with risk management or internal audit.
- Experience in preparing and submitting reports to FINTRAC and OSFI will be an asset.
- Must be able to work independently in a fast-paced and time sensitive environment and meet deadlines.
- Good data analysis skills, preferably in analyzing trends and patterns in financial transactions.
- Proficiency in Microsoft Excel and Microsoft Word
- Good communication, oral and written, and organizational skills

If you qualify for this position or would like to discuss the role in more details, please submit your resume to Anupam Mishra: amishra@sbicanada.com

We thank all applicants for their interest in this opportunity. Only those selected for an interview will be contacted. SBI Canada Bank is an equal opportunity employer.