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# Example of AML Compliance Job Description

Our company is hiring for an AML compliance. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for AML compliance

* Collaborate with local and wider Global Standards team to share best practice and ideas
* Conducting Enhanced Due Diligence processes for various products/business lines on all high risk accounts opened and/or subject to Event Driven Reviews and conditional approvals
* Clearance, investigation or escalation of clients that are subject to negative media hits based on research due diligence
* Detecting and investigating transactions/issues that present possible money laundering and/or terrorist finance risk
* Conducting assessments of New Client Adoption processes with creation of final analysis reports
* Provide independent assurance to key stakeholders on the effectiveness and adequacy of regulatory compliance practices and controls and the status of compliance as applicable to RBCIS Bank and its branches and subsidiaries
* Day to day management of daily trade related and ongoing documentation received from investors, including screening, investor follow ups, investor and Client related queries on the back of documentation reviews
* Remediation of investor bases converted form other administrators
* Ongoing screening of investorsagainst sanctions lists and appropriate internal and Client reporting based on results
* Develop a thorough understanding of internal business products & processes

## Qualifications for AML compliance

* Ability to review and approval advisory program sales literature, marketing materials and other communications
* Legal/Regulatory/Control experience is a plus
* Three or more years of experience in the intelligence or criminal justice fields within the military preferred
* Work within the fields of counter-terrorist finance or anti-fraud a plus
* Qualified with relevant degree would be favourably considered
* Certified Anti-Money Laundering Specialist (ACAMS) or equivalent highly regarded