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# Example of Financial Crimes Compliance Job Description

Our company is growing rapidly and is looking to fill the role of financial crimes compliance. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for financial crimes compliance

* Assist in the development, implementation and maintenance of the AML Program framework, operating model, and supporting policies and procedures
* Maintain awareness of the current regulatory environment and stay up-to-date with emerging regulatory requirements and guidance to be able to interpret and advise on relevant lase and industry best practices pertaining to AML and sanctions
* Assist in the development for and deliver specialized training to relevant internal resources concerning AML and sanctions
* Creates effective (clear, concise, relevant) communication for project stakeholders
* Maintain the associated policy and procedures in a manner consistent with regulatory requirements, industry standards and law enforcement recommendations
* Review, summarize, and analyze financial crimes-related metrics and data and develop enhanced solutions for reporting, while taking regulatory requirements into account
* Regularly prepare Microsoft Power Point presentations
* Close collaboration with compliance partners
* Enhance the Financial Crimes Compliance department’s program by identifying data and metrics that may better inform business processes and risks
* Design, develop, facilitate, and coordinate employee training and education for Schwab employees

## Qualifications for financial crimes compliance

* 1+ year of experience in BSA, US PATRIOT Act, and Office of Foreign Assets Control (OFAC) requirements
* At least 1 year of experience in auditing, at least 1 year of experience in accounting, at least 1 year of experience in financial analysis, at least 1 year of experience in compliance or a combination
* 3+ years of experience in auditing, 3+ years of experience in accounting, 3+ years of experience in financial analysis, 3+ years of experience in compliance or a combination
* Three to five years project management experience
* Ability to work in a collaborative environment, independently
* The position must be able to work effectively as part of a team to drive projects and deliverables