



Opportunity Profile

AML Compliance Officer Peace Hills Trust Company

Company

Peace Hills Trust is Canada's largest and oldest First Nations owned federally regulated financial institution, and is also Canada's only independent Trust Company. Employing over 100 people, Peace Hills Trust provides personal and business financial services through a network of 8 Regional Offices and electronic services.

Peace Hills Trust is wholly owned by the Samson Cree Nation of Maskwacis, Alberta. Its Corporate Office is located in Edmonton, Alberta.

The Opportunity

We are seeking an **AML Compliance Officer** to join the AML Compliance team. This individual will assist the CAMLO to ensure the company is in compliance with all legislation pertaining to Anti-Money Laundering and Anti-Terrorist Financing (AML/ATF).

Reporting to the Chief Anti-Money Laundering Officer (CAMLO), the AML Compliance Officer will be located in our Corporate Office in downtown Edmonton, Alberta.

Responsibilities include but are not limited to

- Reporting to the Financial Transactions and Reports Analysis Centre of Canada (FINTRAC) or other entities as required by law
- Assist in the development of AML/ATF initiatives and programs to comply with all regulatory obligations
- Identify and inform of any changes to legislation and other regulatory requirements relating to AML/ATF
- Improve and maintain AML/ATF policies and procedures
- Aid in the improvement of tools to monitor, analyze, and report suspicious activity
- Assist the CAMLO in developing and implementing an assessment of inherent ML and TF risks, including new product/service/business acquisition processes are subjected to timely inherent risk analysis and appropriate measures are development to control identified risks
- Ensure detailed and prompt investigation of all AML/ATF incidents and alerts
- Manage the resolution of incidents and alerts through internal and external communication
- Maintain a proper register of all incidents and alerts reported internally and externally
- Organization and ensuring of ongoing company's employee training in ML/TF area, ensure that all employees are familiarized with AML/ATF framework, and all related company's internal documentation
- Ensuring the proper implementation of Know Your Customer requirements and transaction monitoring procedures in company's activities

- Provide direct supervision to AML Analyst
- Fulfilling all other functions and duties that are assigned to the Anti-Money Laundering Officer

The Ideal Candidate

To be successful in this role, you should be a highly motivated individual, willing to implement change, with a strong understanding of AML Regulations

Qualifications and Requirements:

- Certified Anti-Money Laundering Specialist (CAMS) Certification - preferred
- Post-Secondary Degree/Diploma in the area of Finance, Accounting, Law - preferred
- 3 - 5 Years of experience in the area of AML Compliance
- 3 - 5 Years of experience in the banking industry
- Experienced with Verafin or other AML Software Program
- Experienced in coaching, mentorship and performance management
- Strong attention to detail
- Ability to be self-directed with strong time management skills

Peace Hills Trust offers a competitive salary based on skills, qualifications, and experience, along with a comprehensive benefits package.

To be considered for this exciting opportunity, please forward your cover letter and resume to:

Peace Hills Trust Company
Human Resources Department
Phone: 780.421.1606
Email: human.resources@peacehills.com

We appreciate the interest of all applicants however only those selected for consideration will be contacted.

Closing Date: January 24, 2022