



BANK OF PAPUA NEW GUINEA

Position Description

Job Title	Senior Analyst – Assessment and Compliance
Reporting to	Manager - Assessment and Compliance Unit, Payments System Oversight and Compliance Department.
Location	Port Moresby, Bank of Papua New Guinea
Salary range	TBA
Employment Type	National Contract (4 years)

Role Description

The Senior Analyst plays a critical role in advancing the Central Bank's mandate to ensure the safety, efficiency, and integrity of national payment system. This position is responsible for conducting comprehensive, periodic assessments of Financial Market Infrastructures (FMIs) and licensed or authorized Payment Service Providers (PSPs).

The role ensures compliance with applicable international standards such as the Principles for Financial Market Infrastructures (PFMI), as well as domestic legislative and regulatory frameworks, including the National Payment Systems Act 2013, AML/CTF Act 2015, relevant system rules, directives, and operational guidelines

The Senior Analyst works collaboratively within the Unit to identify risks, monitor performance, and enhance regulatory oversight, thereby contributing to the resilience and advancement of the national payment ecosystem.

Responsibilities

The Senior Analyst plays a critical role in supporting the Bank of Papua New Guinea's mandate to ensure the safety, efficiency, and integrity of the national payment system. The role directly contributes to regulatory oversight and promotes financial system stability through effective monitoring and evaluation of national payment systems and services.

The Senior Analyst:

- Perform assessments to ensure systematically important payment systems (SIPS) conform to globally recognised standards called the Principles for Financial Market Infrastructures (PFMI).
- Monitor both domestic and cross-border payments to ensure compliance with Anti-Money Laundering (AML) and Counter-Terrorism Financing (CTF) laws and regulations, and the Financial Action Task Force (FTAF) recommendations.
- Monitor SIPS to ensure adherence to internationally recognized standards other laws and regulations such as Basel II, PFMI etc...
- Perform periodic assessments of SIPS and report any incident of breach or non-compliance. Provide practical and cost effective recommendations for remediation.

- Issue a supervisory expectation to the licensed or authorized Payment Service Providers (PSPs) for a breach or non-compliance to applicable laws and regulations governing payment systems.
- Perform *on-site* assessments of the licensed and/or authorised PSP to determine operational soundness. In addition, to ensure compliance to the applicable laws and regulations, including standards, directives and guidelines issued by the BPNG.
- Perform *thematic* reviews of licensed and/or authorised PSPs to ensure compliance with applicable directives, guidelines and regulations issued by the BPNG.
- Perform *independent reviews and analysis* to establish “root cause” of payment system incidents and report key findings, risks and recommendations for remediation purposes.
- Prepare a comprehensive assessment report highlighting the key findings, risks and recommendations, for the relevant stakeholders, including the participants and users of the payment systems, for remediation purposes.
- Assist in developing robust regulatory and oversight guidelines, including templates for conducting various assessment and compliance activities in line with the overall Oversight Policy Framework.
- Foster and maintain strong collaboration with relevant internal department and external stakeholders through a continuous dialogue by maintaining robust communication across the Financial Regulation and Supervision Group.
- Work closely, as a team, with the Management and staff of the Department to collaborate and coordinate oversight activities and strategic initiatives.

Requirements

The Senior Analyst is required to have the following:

- A bachelor's degree in accounting/finance, business management, banking & finance, law, or a related field is generally required.
- Minimum of 5-7 years of industry experience in the financial sector supervision, risk & compliance, internal audit, strategic and governance risk management roles or a related field.
- Strong analytical and critical thinking skills are essential for identifying potential compliance gaps and provide value added solutions for improvement.
- Having sound knowledge of systemic risks within FMI and capable of developing effective mitigation strategies is desirable.
- Demonstrates sound knowledge of the core functions of the Central Bank related to the payment system, including oversight, regulation, and facilitation of secure and efficient payment systems, and ensuring financial system stability.
- Be self-motivated with excellent organizational skills and in-depth analytical skills
- Ability to proactively manage time and prioritize multiple tasks and assignments to meet target date for deliverables.
- Strong interpersonal skills to lead teams in client engagement, including effective communication, positive attitude, collaboration, leadership, and solution-oriented approach.
- Sound knowledge of the National Payment System Act, AML/CTF Act, and supporting regulations such as Payments Oversight, Electronic Funds Transfers, Agency and Payment Instruments.
- Sound knowledge of international standards and related guidelines for payment systems oversight such as; PFMI), Basel, IOSCO and CPMI, ISO 31000 Risk Management, ISO 22301 Business Continuity, Customer Security Programme (SWIFT),

Working Relationships

The Senior Analyst is expected to establish and maintain effective working relationships with both internal and external relationships ensuring collaboration, clear communication, and professionalism at all times.

1. Internal

- Reports directly to the Manager, Assessment and Compliance Unit
- Collaborates and communicates effectively with team members and key departments across the Bank
- Maintains a high standard of professionalism, respect, and integrity in all internal interactions

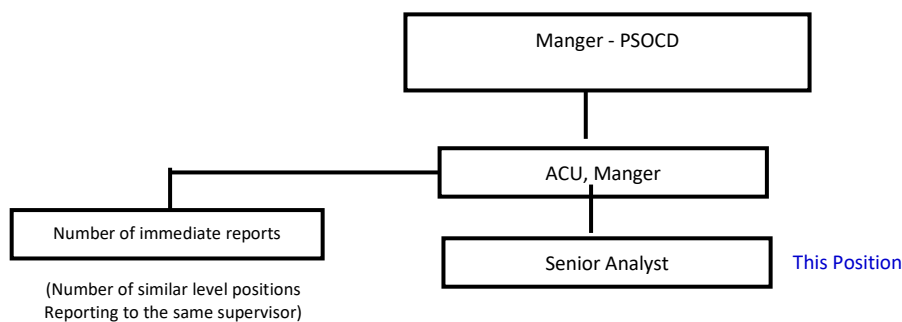
2. External

- Engages with regulated entities (e.g., PSPs, FMIs) to ensure compliance with relevant regulations and oversight expectations
- Manages client expectations through clear communication, timely feedback, and consistent follow-up
- Builds and maintains professional relationships with external stakeholders to support regulatory objectives

Authority Levels:

N/A

Reporting Relationship



Refer also to the full Organisation Chart

<u>Function</u> Financial Regulation and Supervision	<u>Objective 4</u> Sound and Resilient Prudential Framework to ensure and maintain Financial Stability <u>Objective 5</u> International Obligations are satisfied and relationships strengthened
<u>Goal 4</u> Enhance and Protect Financial System Stability and Integrity	<u>KRA 4.1 -4.5</u> Financial Institutions are diverse credible and trustworthy driving global transactions and supporting International Trade <u>KRA 5.1-5.5</u> PNG's International Obligations are met and partnerships successfully implemented

Bank Values:

- Integrity – with integrity we build good governance and credibility.
- Transparency – with transparency our decisions stand scrutiny.
- Accountability – through accountability we take responsibility for our decisions and actions.
- Efficiency – with efficiency we produce quality results on time and on budget
- Professionalism – through professionalism we strive for best practice.
- Team work – through team work we benefit from sharing skills, knowledge and experience.