BANK OF PAPUA NEW GUINEA

Position Description

Job Title	Analyst AML/CFT Intelligence Management Division (IMD) -FASU
Reporting to	Senior Analyst AML/CFT IMD
Location	Port Moresby, Papua New Guinea
Salary range	TBA
Employment Type	TBA

Role Descriptions:

The primary role of the Analyst AML/CFT IMD is to effectively and efficiently carry out tasks allocated by the superiors and to contribute to the FASU and BPNG functions and be accountable to the Senior Analyst AML/CFT IMD for the responsibilities listed below.

Responsibilities

✓ **Primary Functional Responsibilities**
Key Activities

- Implement and manage FASU's intelligence and database management systems and analysis
- Manage the intelligence information and reporting systems and provide reports on the overall condition of the financial intelligence systems
- Manage the reporting and information exchange framework to ensure continuous flow of financial information between institutions, law enforcement authorities and the FASU

✓ **Contributory Functional Responsibilities**
Key Activities

- Facilitate the detection and prevention of money laundering, financial terrorism, and other serious criminal activities and facilitate the prosecution of offenders.
- Assist in providing appropriate information to help develop and communicate the FASU's and the Bank's policies, views and operations on the financial intelligence
- Perform other duties relevant to the role as assigned from time to time by management

✓ **Technical Knowledge**
Key Activities

- Has a high level of technical knowledge related to the job
- Demonstrates a broad understanding and knowledge of financial intelligence and money laundering developments and issues
- Maintains and applies technical professional standard

✓ **Professionalism and Work Standards**
Key Activities

- Monitors, measures and continually improves own performance striving for innovation
- Applies 'excellence' as standard of performance for self
- Resists acceptance of 'substandard' work

✓ **Analysis**

Key Activities

- Secures relevant information, ensures a broad information base
- Compares information, identifies key issues, recognises information gaps/limitations
- Identifies trends and relationships, draws logical conclusions

Requirements

The Analyst AML/CFT IMD will have a:

✓ **Minimum Qualifications**

- Bachelor Degree in Banking/Finance, Accounting, Business, Law, Information Technology or related fields from a recognized institutions.

✓ **Experiences**

- 4 plus years' relevant experience preferably in the finance/banking/superannuation or life insurance/securities/general insurance industry, information technology and Law.
- Have basic understanding on Anti-Money Laundering and Counter Terrorism, when and how to identify, rectify and mitigate through approved policies, procedures and steps to combat against money laundering and terrorist financing.

✓ **Skills/Attributes/Competencies**

- Analytical thinking skills
- Problem-solving and critical thinking skills
- Excellent communication and report writing skills
- Ability to understand and interpret the meaning of data and draw meaningful insights
- Data Analysis skills
- Organizational skills
- Attention to detail

Working Relationship

The Analyst, will establish and maintain the following internal and external relationships:

✓ **Internal Relationship**

- Be accountable to the Senior Analyst or Manager- AML/CTF/IMD
- Be establishing a good relationship with other staff within the AML/CTF IMD as well as other **FASU and BPNG staff**
- Liaise and work closely with AML/CTF IMD Manager, Senior Analyst and other staff at FASU
- Work as required with staff in the FASU and BPNG

✓ **External Relationship**

- 3rd party service providers
- Develop and maintain working relationship with domestic and foreign stakeholders such as reporting financial institutions, law enforcement and prosecution authorities and other appropriate agencies

Authorities & Delegations

- **Financial**:

No Financial Authority

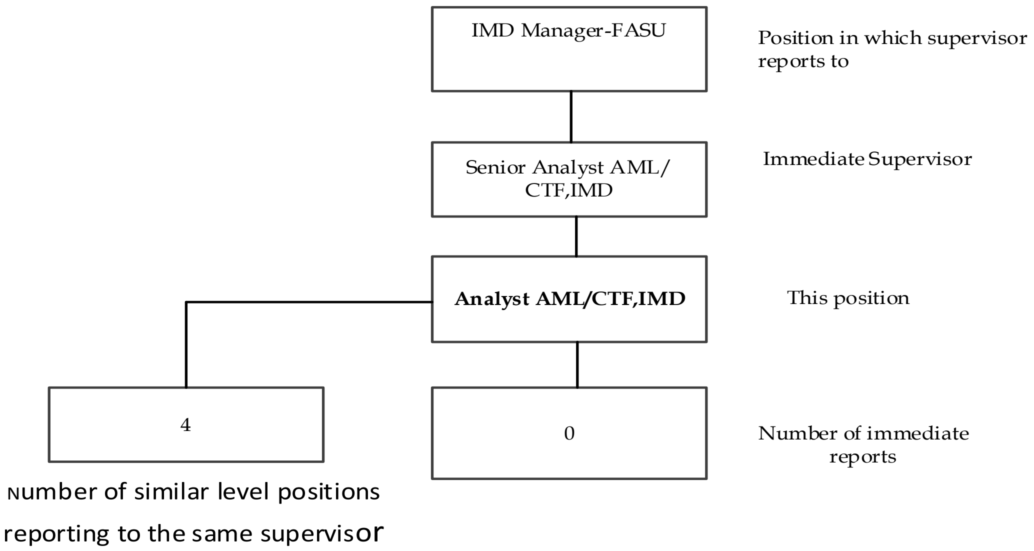
- **Policies and Procedures**

Assist to vary policy in line with statutory requirements

- **Staffing**

No staffing Authority

- **Reporting Relationship**



<u>This section refer to SP 24-25 BPNG strategic logic</u>

<u>Function</u> Governance	**<u>Objective 9</u>** High Performance Culture is thriving **<u>Objective 10</u>** Targeted Capability is uplifted and performance is improved
<u>Goal 6</u> Establish BPNG as a modern high performing and trusted institution	**<u>KRA 9.1 – 9.5</u>** Our team models our values of integrity, efficiency, transparency, professionalism, teamwork and accountability. **<u>KRA 10.1 – 10.5</u>** We understand the Bank's future needs and are preparing the workforce to meet new challenges.

<u>Bank Values:</u>

- 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.