



FINANCIAL CRIMES COMMISSION

JOB POSITION

OFFICER – UNEXPLAINED WEALTH UNIT

**JOB GRADE: FCC
L5**

1) PURPOSE OF THE JOB

To assist the Senior/Chief Officer and/or Head of Unexplained Wealth Unit in achieving the objectives of the Unexplained Wealth Unit.

2) LEVEL OF RESPONSIBILITY

Undertakes duties and responsibilities as per the Job Description and instructions of the Head of Unit and Director ARMD.

3) REPORTING LINE: Senior Officer, Head of Unit and the Director ARMD

4) QUALIFICATIONS AND EXPERIENCE REQUIREMENTS

- A. A Bachelor's degree in Finance/ Accounting/ Banking/ Economics or an equivalent qualification with at least two (2) years' experience in complex financial analysis, intelligence gathering, and asset tracing to identify and track illicit acquired assets.

5) DESIRABLE SKILLS & ABILITIES

- ❖ Strong analytical, research and investigative skills
- ❖ Excellent written and verbal communication skills
- ❖ Attention to detail and ability to work with large datasets
- ❖ Good communication skills, both written and verbal
- ❖ Familiarity with anti-money laundering and counter-terrorist financing regulations
- ❖ Understanding of complex financial instruments and offshore structures
- ❖ Proficiency in financial investigation software and data analytics tools
- ❖ Ability to work in a highly confidential environment with sensitive information
- ❖ Strong ethical standards
- ❖ High level of integrity, responsibility, confidentiality and discretion
- ❖ Communication: Excellent oral and writing skills, interpersonal skills, ability to prepare reports, and communicate effectively.
- ❖ Be a team player
- ❖ Ability to work under pressure, during late hours and meet deadlines.
- ❖ Experience in working multi-disciplinary teams across different units.

6) KEY RESPONSIBILITIES

- ❖ Conduct investigations and/or analyses as assigned by the Head of Unit
- ❖ Gather and analyze financial data and evidence
- ❖ Participate in ongoing training and professional development
- ❖ Conduct thorough investigations or analyses as assigned, focusing on unexplained wealth.
- ❖ Analyze complex financial records and transactions to identify discrepancies
- ❖ Prepare detailed reports on unexplained wealth investigations

- ❖ Assist in developing profiles of high-risk individuals or entities
- ❖ Collaborate with other units to gather and analyze relevant financial intelligence
- ❖ Gather and analyze financial data and evidence in compliance with the FCC Act and other relevant legislation.
- ❖ Assist in preparing cases for potential legal action, liaising with the Legal Division as needed.
- ❖ Maintain accurate and detailed records of all activities related to unexplained wealth investigations.
- ❖ Stay updated on the latest trends and techniques in asset tracing, financial analysis, and unexplained wealth investigation.
- ❖ Support digital profiling and use of data analytics tools to trace sources of wealth.
- ❖ Prepare intelligence reports and financial risk assessments.
- ❖ Cross-functional contribution: Participate in triangulation with DOA and ARU units.
- ❖ To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Officer-Unexplained Wealth Unit in the roles ascribed to him/her.

7) WORKING CONDITIONS

The Officer will be expected to work outside normal office hours including weekends and public holidays.

The duties mentioned above are not exhaustive. The FCC reserves the right to require the Officer to perform any other duties of equivalent level to those specified.

8) TERMS AND REMUNERATION

The post of Officer-Unexplained Wealth is on the permanent and pensionable establishment of the FCC. The terms and conditions of employment of the FCC, relevant to the grade of Officer shall be applicable.

Salary Scale: Rs 53,050 X 1,200 + 56,650 X 1,450 + 65,350 X 1,850 + 83,850 X 2,300 + 109,150