FCC FINANCIAL CRIMES COMMISSION MAURITIUS

FINANCIAL CRIMES COMMISSION

JOB POSITION

OFFICER

(AML/CFT)

JOB GRADE: FCC L5

1) PURPOSE OF THE JOB

To support the AML/CFT Department in fulfilling the Commission's mandate through day-to-day financial analysis, suspicious transaction report (STR) review, case file management, typology research, and assessment support.

2) LEVEL OF RESPONSIBILITY

Undertakes duties and responsibilities as per this Job Description and as per the instructions of the Senior Officer and Chief Officer (AML/CFT Department).

3) REPORTING LINE: THE DIRECTOR-GENERAL

4) QUALIFICATIONS AND EXPERIENCE REQUIREMENTS

A. **A Bachelor's degree** in Data Analytics, Financial Engineering, Actuarial Studies, Finance, Accounting or Banking.
B. A minimum of **two (2) years' experience** in financial analysis or a related field is desirable.
C. Professional certifications such as **Certified Fraud Examiner (CFE), Certified Anti-Money Laundering Specialist (CAMS)**, or equivalent will be an advantage.

5) DESIRABLE SKILLS & ABILITIES

- Confidentiality, organization, and the ability to manage a high workload efficiently are crucial.
- Strong communication skills: Both written and verbal communication skills are essential.
- Organizational skills: Ability to manage time and work effectively.
- Computer literacy: Proficiency in using standard software and systems.
- Ability to work under pressure: A capacity to handle demanding situations.
- Maintaining a high standard of professionalism and integrity is expected.
- The ability to identify and address issues effectively is needed.

6) KEY RESPONSIBILITIES

- **Case File Management:**
    - Maintain accurate and up-to-date case files, ensuring proper documentation of all investigative steps, evidence, and outcomes in line with departmental procedures.

- **Typology Research:**
    - Conduct typology research to identify trends, methods, and patterns of money laundering and terrorist financing relevant to the Mauritian context.

- **Assessment Support:**
    - Assist in the preparation of risk assessments, National Risk Assessments (NRA), and mutual evaluation documentation, compiling data and drafting sections as required.

- **Interagency and Regulatory Support:**
    - Support coordination with law enforcement agencies, regulatory bodies, and international counterparts on AML/CFT matters under the guidance of senior officers.

- Perform additional duties related to the Financial Crimes Commission's objectives.

7) MISCELLANEOUS DUTIES

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

The FCC reserves the right to require the incumbent to perform any other duties of equivalent level to those specified.

8) TERMS AND CONDITIONS OF EMPLOYMENT

This Officer (AML/CFT) position is on the permanent and pensionable establishment of the FCC. The terms and conditions of employment of the FCC, relevant to the Officer grade, 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