



Vacancy Announcement



Exciting Career Opportunity

Foreign Trade Bank of Cambodia (FTB) is the first commercial bank in Cambodia, a truly local bank trusted since 1979. FTB has been providing customers with safe and reliable banking services. With the vision to be the preferred commercial bank in Cambodia, we continue supporting customer to grow and prosper while offering stable and long term career opportunities for all staff. As we are expanding the operation and building a high performing team to support our long-term sustainable growth, we are looking for highly motivated and qualified candidates to join with our "Employer of Choice Bank"

Senior Staff, Compliance Unit (01 Positions based in Head Office)

The senior staff of the Compliance Unit has a clear understanding of the regulatory framework and compliance requirements associated with financial services with experience in reviewing and developing policies, procedures, & guidelines concerning compliance and the ability to use and manage tasks in the AML system.

Main Duties

- Assist in developing and reviewing internal policies and procedures, the terms and conditions of new products and activities in compliance with laws and regulations;
- Regularly review the compliance program and recommend appropriate revisions and modifications, including advising administrative leadership and the Board of Directors on potential compliance risk areas;
- Coordinate resources to maintain the ongoing effectiveness of the compliance program;
- Advise management on the bank's compliance with laws and regulations through detailed reports;
- Develop and manage effective action plans in response to audit findings and compliance violations;
- Ensure that the customer acceptance policy, customer due diligence, record keeping, on-going monitoring, reporting of cash transactions, reporting of suspicious transactions and other AML/CFT measures are implemented effectively;
- Regularly conduct compliance and AML risk assessment to assess the current state and identify areas for enhancement in alignment with the compliance and AML/CFT management practice with regulatory guidelines and industry practices;
- Identify compliance and AML/CFT risk associated with new products and services or variations to existing products and services;
- Provide AML/CFT and compliance training to new staff and refreshment to the existing staff;
- Develop AML/CFT and Regulatory Compliance training materials and update them as necessary;
- Ensure all employees are informed about the latest regulations and processes;
- Stay up-to-date and monitor changes in relevant laws and regulations environment and ensure that the Management is well-informed and appropriate actions are taken;
- Perform other tasks as required by line manager.

Skills/ Experiences

- Bachelor's Degree in Law, Banking and Finance or other related fields.
- At least 2 years of compliance experience in the banking sector.
- Compliance Risk Assessment & Interpretation;
- Understanding of Compliance Functions
- Data Analysis & Power BI Skill
- Compliance Monitoring and Auditing
- Communication and Interpersonal Awareness
- Analytical Thinking Skill
- Computer literacy; in particular, Microsoft Word, Excel and Power Point.

How to Apply:

Interested applicants, please send by email attached with a cover letter and your most updated CV (**with current photo**) to: hr@ftb.com.kh or submit the hard copy at Our Head Office, Building No. 33 C-D, Tchecoslovaquie Blvd(169), Sangkat Veal Vong, Khan 7Makara Phnom Penh. Only short-listed candidates will be contacted for interview.

More information, please kindly contact phone number: 081 666 597/081 444 179



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www.ftb.com.kh

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