



Vacancy Announcement



Exciting Internal 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"

Manager, Compliance Report and Analysis Unit (01 position based in Head Office, Phnom Penh)

The Manager of the Compliance Report and Analysis Unit supports the Senior Compliance Manager in ensuring the Bank's compliance with Anti-Money Laundering (AML), Counter Financing of Terrorism (CFT), and Counter Proliferation Financing (CPF) regulations. The role assists in monitoring, investigating, and reporting suspicious activities and acts as the alternate point of contact in the absence of the Senior Compliance Manager.

Main Duties

- Support the Senior Compliance Manager in implementing all aspects of the Bank's compliance program, internal controls, developing and reviewing existing policies, procedures, guidelines, and tools to ensure that the Bank is meeting its AML/CFT/CPF compliance obligations;
- Update or recommend new policies and/or procedures where necessary, and ensure that the established policies and/or procedures are sufficient, effective, and up-to-date compliant with the requirements of the National Bank of Cambodia ("NBC"), Cambodia Financial Intelligence Unit (CAFIU), and other regulators;
- Manage all transaction monitoring alerts in the AML system and conduct preliminary investigations, escalate suspicious cases to the Senior Compliance Manager with proper analysis and supporting documentation, assist in preparing Suspicious Transaction Report (STR) for submission to CAFIU, and maintain strict confidentiality of all investigations and reports;
- Review/Update the customer's risk profiling methodologies, risk rating reviews, and periodic KYC/ECDD reviews;
- Monitor the effectiveness of transaction monitoring and rules set in the AML system;
- Conduct branches/departments on-site inspection/testing of AML/CFT/CPF controls to ensure the implementation of the approved policies and procedures by the Bank staff;
- Assist the Senior Compliance Manager in regulatory reporting, compliance monitoring, and maintaining a relationship with regulators (NBC, CAFIU);
- Provide AML/CFT/CPF consultation and comments to stakeholders, including identifying and mitigating AML/CFT/CPF risks;
- Report non-compliance issues and propose solutions or risk mitigation to the Senior Compliance Manager;
- Assist in developing and delivering AML/CFT/CPF trainings and guidance related to AML/CFT requirements and red flags to the Bank's staff;
- Support the Senior Compliance Manager in responding to regulatory requests and inspections and prepare documentation and data for submission to regulators (NBC, CAFIU);
- Support the Senior Compliance Manager in leading and overseeing subordinate compliance staff in performing their compliance functions to ensure that they follow procedures and meet deadlines.
- Assist the Senior Compliance Manager in preparing quarterly reports to the Risk Management and Compliance Committee (RMCC), Board of Directors (BoDs), and other reports as required by the Bank;
- Attend internal and external training/meetings as assigned by the Senior Compliance Manager.
- Assist the senior manager in preparing the annual work plan for the Compliance Department and ensuring full implementation of the approved work plan;
- Set the key performance indicators (KPIs) for subordinates and monitor their performance to achieve the target;
- Perform other duties as assigned by the Senior Compliance Manager, RMCC, or regulator.



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Skill/Experience

- Bachelor's Degree in Law, Banking and Finance, or other related fields.
- Professional Certificate (Compliance Level 1/Regulatory Compliance) is an advantage.
- At least 3 years of professional experience in AML/CFT, Compliance, risk, or audit within the banking sector or financial institutions Experience in transaction monitoring or investigations is preferable.
- Strong Knowledge of Regulatory Compliance.
- A Comprehensive understanding of AML/CFT/CPF regulations and guidelines.
- Familiarity with FATF Standards and risk-based approach.
- Knowledge of AML systems, sanctions screening, and KYC processes.
- Strong Communication and Reporting writing skills.
- Strong Presentation/Training Skills.
- Good Communication and Interpersonal Awareness.
- Coaching & Developing Skill.
- Strong Analytical Thinking Skill.
- Be able to manage changing.

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 7 Makara, Phnom Penh. Only short-listed candidates will be contacted for interview. More information, please kindly contact phone number: 081 666 597 /081 444 197.