

AML/CFT Analyst

First Resource Bank, a thriving community bank headquartered in Exton PA and recognized as one of the "Best Places to Work", is seeking an energetic and motivated full-time AML/CFT Analyst.

The AML/CFT Analyst is primarily responsible for working with the AML/CFT Officer to investigate, analyze, resolve, and document suspicious AML/CFT and Fraud activity through system alert monitoring, exercising independent judgment and decision/resolution following Federal and state banking laws. This position will assist the AML/CFT Officer in maintaining compliance with various banking regulations including the AML/CFT program, the bank's Customer Identification Program (CIP), regulations issued by the Office of Foreign Assets Control (OFAC) and other applicable laws and regulations designed to detect and prevent money laundering, fraud and terrorism.

Primary duties include:

Collaborate with the AML Officer to prevent money laundering or terrorist financing; engage with law enforcement agencies, regulators, and financial institutions on suspicious activity related investigations.

Monitor customer transactions and account activity to identify unusual or suspicious patterns in accordance with AML/CFT requirements.

Review, document, and resolve AML alerts using sound judgment and in accordance with regulatory requirements.

Investigate and escalate suspicious activity through the preparation and filing of Suspicious Activity Reports (SARs) in compliance with regulatory standards.

Prepare and file Currency Transaction Reports (CTRs) accurately and in compliance with regulatory standards.

Monitors returned deposited items for potential suspicious activity.

Conduct Enhanced Due Diligence (EDD) reviews for high-risk customers and accounts, ensuring documentation is complete and accurate.

Respond to Subpoena's and other state and federal requests for financial information.

Assist with inspections of privately owned ATMs to ensure compliance with regulatory standards and mitigate potential AML risks.

Member of the IRT (Incident Response Team) relating to customer incidents reported.

Stay up-to-date on regulatory changes, best practices, and emerging trends in AML/CFT to help ensure Bank's compliance and advise staff as appropriate. Support internal and external audits and regulatory exams by providing requested documentation and clarification.

Assist in the fraud claims process as needed which includes intake, investigation, documentation, and resolution efforts

Assist in the quality control process as needed, which includes new accounts, new customers, and file maintenance review to ensure accuracy and compliance with regulatory standards

Assist in developing, implementing, and maintaining the bank's AML/CFT policies, procedures, and risk assessments.

Collaborate with other departments to ensure the effective implementation of AML/CFT measures.

Conduct sanctions screening for customers, transactions, and counterparties against OFAC and other global sanctions lists. Analyze, investigate and document potential matches and determine true positives versus false positives.

Assist in the ongoing assessment of AML/CFT and OFAC risks, recommending adjustments to processes and controls as needed

Review the FinCEN Requests against customer database and/or analyzes potential matches to determine validity.

Recommend enhancements or modifications to department procedures and automated AML/CFT and Fraud systems.

Skills / Requirements:

- In-depth understanding of federal and state banking laws, including AML, CIP, and OFAC.
- Detailed and multi-task oriented with strong investigative, analytical and decision-making skills
- Experience with system alert monitoring tools and compliance frameworks.
- Experience in investigations, customer due diligence, and interacting with regulators
- Ability to exercise good judgment in analysis and resolution with suspicious activity.
- Ability to document findings with accuracy and clarity.
- Ability to independently handle a variety of responsibilities simultaneously and be able to prioritize those tasks.
- Ability to handle multiple deadlines.
- Possesses strong relationship-building skills across the enterprise, fostering effective communication and collaboration with staff at all levels to ensure proper interaction in managing AML/CFT.
- Strong interpersonal, verbal, and written communications skills.
- Highly organized with a high level of attention to detail and the ability to follow stringent regulatory guidelines
- Requirement includes broad knowledge of departmental and operational policies and procedures across the operations, retail and loan areas.
- Proficient with various computer software programs.
- Requires initiative to be a self-starter and take a proactive approach.

Education and Experience:

- Must have 5 years of AML/CFT experience, strong analytical, written and verbal communication skills in addition to knowledge of AML/CFT regulatory and compliance requirements.
- Experience in suspicious activity investigations, enhanced customer due diligence, and interacting with auditors and regulators.

Physical Requirements:

- Prolonged periods of sitting at a desk and working on a computer
- Must be able to lift up to 15 pounds at times.

At First Resource Bank, you will enjoy an incredible family-style, community-focused atmosphere. Our excellent benefit package reflects the respect and appreciation we have for our team members.

We offer:

- Excellent annual compensation commensurate with experience
- Health, dental, vision, short- and long-term disability, and life insurance
- Enrollment in 401K plan with company contribution (after 6 months of service)
- Optional enrollment in ESPP stock plan (after 6 months of service)
- Paid time off
- Additional days off for Federal Holidays

First Resource Bank is an Equal Opportunity Employer

Send resume, cover letter and salary requirements to HR@FirstResourceBank.com to apply