

# VACANCY

Republic Bank (Suriname) N.V. has a tradition of excellence in Customer Satisfaction, Employee Engagement and Social Responsibility. With this goal in mind, our Business Banking Department is looking for an enthusiastic, driven and goal oriented

## BUSINESS COMPLIANCE OFFICER

### Objective:

To assist management with the coordination and completion of all Anti Money Laundering(AML) and Compliance related projects including the collection, maintenance and review of information for all customers ensuring that Customer Due Diligence (CDD) and Enhanced Due Diligence (EDD) is completed on an ongoing basis.

### Key responsibilities:

- To act as the liaison between the Branch and the Compliance Department, handling queries, collating, reviewing and forwarding documentation and reports on High Risk customers as and when required.
- Completing of annual and bi-annual reviews on all Medium, High Risk, accounts, Politically Exposed Persons (PEPs) and Financially Exposed Persons (FEPs), excluding Non- Commercial Accounts.
- Collection of all relevant information for the mandates of existing customers and follow-up for outstanding documentation (ID's, references, proof of income, banker's reference, credit report from country of residence).
- To provide in Corporate Banking Department support and training to staff regarding Anti Money Laundering (AML) and Compliance in accordance with procedures and guidelines.
- Ensure that the correct CDD information is inserted to Phoenix for customers (remediation), including risk rating, KYC notes on Non-personal Customers, AML/FATCA documentation notes.
- Proper maintenance of all AML records for customers including PEPs & FEPs on relevant spreadsheets.
- Providing general AML/CFT Compliance support to the Branch where necessary.

### General Qualifications/ Experience:

- IMEAO, HAVO OR VWO diploma.
- Minimum three (3) years Branch Banking experience
- In-depth knowledge of the Bank's System & Procedures – Operations and Credit
- Good working knowledge of account opening processes and procedures
- Basic knowledge of Credit skills
- Understanding and knowledge of the technical areas of the position including but not limited to:
  - Anti-Money Laundering
  - Commingling and Tax Evasion
  - High-Risk Businesses
  - Fraud
  - Anti-Terrorism Act
  - Political Exposure
  - Compliance
- Knowledge of the Bank's Ethics and Operating principles
- Proficiency in MS Office Suite

### Critical Skills

- Good grasp of the Dutch and English Language with very good oral and written communication skills
- Strong Analytical Skills
- Good Research Skills – Internet and local
- Ability to handle sensitive issues and maintain a high level of trust and confidentiality
- Follow Up - Pending investigations, operational & audit matters
- Critical thinking and risk-evaluation skills
- Attention to detail
- Good Time Management, Planning & Organization & Interpersonal skills.

**Applications must be scanned along with a copy of your resume and submitted via e-mail to:  
RBSR-HRS@republicbanksr.com by July 9, 2025**

