

Job Description:

BSA Analyst

About the role (to name a few key accountabilities):

- Review and clear suspicious activity alerts generated by the Bank's BSA/AML transaction monitoring system. Escalate alerts to cases for further review in a timely manner, as appropriate.
- Review and clear alerts generated by OFAC watchlist screening and 314(a) information requests in the BSA/AML transaction monitoring system.
- Identify, assess, and review high-risk accounts.
- Review CIP/KYC documentation to ensure accuracy.
- Prepare Currency Transaction Reports (CTRs) and Suspicious Activity Reports (SARs).
- Support the Branch personnel with BSA, AML & OFAC issues.

About You:

- Bachelor's degree required.
- 2 to 4 years' experience in a BSA/AML transaction monitoring.
- Experience in utilizing a transaction monitoring tool, research/investigative databases, and software; applications to analyze and detect transactional patterns and trends.
- Knowledge of Bank Secrecy Act and USA Patriot Act regulations and requirements.
- Knowledge of Fiserv system & CAMS certification would be a plus.
- Working knowledge of the Microsoft Office Suite of products.
- Proven ability to prioritize competing demands.
- Analytical writing skills; strong verbal and written communication skills.

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