



Regulatory Compliance Analyst

The role of Regulatory Compliance Analyst supports the VP, Head of Legal and Regulatory Compliance in providing the Clarien group of companies ("Clarien") with a proactive second line of defense in the management of Clarien's compliance risks.

In this role, the successful candidate will have day-to-day responsibility for monitoring and advising Clarien's management of existing compliance risks, track emerging risks arising from new or amended legislation or regulations, investigate compliance risk event reports, provide assurance to Clarien management that the Group's compliance risks are being effectively managed, ongoing development of the Clarien Group governance framework, developing training initiatives and executing on various internal and external reporting deliverables, including annual Automatic Exchange of Information (AEOI) reporting under FATCA and the CRS.

The successful candidate should have a broad working knowledge of general compliance and risk management principles outside of the AML/ATF compliance sphere, and must have a functional understanding of regulatory and public administrative practices. Sound judgment and demonstrable initiative, excellent time management and organizational skills and the ability to develop and maintain relationships with other stakeholders, including senior management of the Clarien Group, will be essential to success in this role.

Primary Responsibilities:

Under the oversight of the VP, Head of Legal & Regulatory Compliance, the successful candidate will:

- Actively monitor the regulatory environment to identify and assess the impact of emerging and shifting compliance risks that arise from the creation and amendment of legislation and other sources of compliance risks, including requests for consultation;
- Advise stakeholders on the impacts and outcomes associated with risk events reported through Clarien's Operational Risk Framework;
- Conduct root cause investigations in connection with compliance risk events;
- Advise stakeholders across Clarien in connection with applicable legal and regulatory obligations to be met by those stakeholders, including making periodic checks to ensure deadline-driven filings have been made within the times prescribed;
- Provide advice in response to ad hoc questions posed by Clarien employees in connection with their compliance obligations and other queries regarding topics within the Regulatory Compliance Function's remit;
- Monitor business unit control environments to identify trends and address emerging risks;
- Undertake compliance testing engagements of business unit control environments to assure management that controls are effectively designed to mitigate non-AML/ATF-related compliance risks;
- Under the supervision of the VP, Head of Legal and Regulatory Compliance plan and execute all aspects of the Regulatory Compliance function;
- Gather, analyze and report to the VP, Head of Legal and Regulatory Compliance and the SVP, Head of Compliance on compliance risk metrics from across Clarien's business;
- Prepare and deliver reports to Clarien management, including the boards of directors of Clarien companies, in connection with the activities of the Regulatory Compliance function and Clarien's compliance with applicable laws and regulations;
- Maintain systems and processes supporting Clarien's Governance Framework, including maintaining Clarien's policy and procedures library, coordinating governance reviews, performing periodic governance assessments and policy updates to promote the effectiveness of the Governance Framework;
- Maintain systems and processes supporting Clarien's Vendor Management Office, including advising business units on due diligence, risk assessment and other regulatory requirements connected with Clarien's vendor relationships and assisting in the submission of regulatory communications and applications;

- Maintain systems and processes supporting Clarien's Data Privacy Office, including the coordination of responses to Data Subject Access Requests, advising Clarien business units on matters relating to applicable privacy requirements and providing general thought leadership on privacy best practices to all Clarien stakeholders;
- Develop training initiatives in alignment with strategic priorities, including the identification of training needs within Clarien, the creation and development of training materials, and delivery of training programs to internal stakeholders as necessary;
- Coordinate the Group's AEOI reporting activities and National Risk Assessment regulatory data call reporting;
- Assist the VP, Head of Legal and Regulatory Compliance, to manage communications between Clarien and its regulator, the Bermuda Monetary Authority;
- Any other duties as reasonably requested.

The successful candidate must have:

- A bachelor's degree from an accredited college or university is required for this role;
- A minimum of 3 years' experience in an audit or risk management function is required for this role;
- The ability to plan and execute projects effectively and with a high degree of efficiency to achieve strategic goals is essential for this role;
- A professional designation in regulatory compliance, risk management or audit would be an asset;
- Knowledge and experience in FATCA and CRS reporting activities would be an asset;
- Exposure to, and an ability to understand and interpret legislative instruments and regulatory guidance would be an asset;
- Excellent inter-personal skills and a proven ability to develop and maintain relationships with senior management;
- A record of being a team player - a positive "can do" attitude with the ability to get along well and work collegially with others;
- Strong organizational and time management skills. Must be able to take the initiative to complete complex tasks within established deadlines with minimal supervision;
- Strong oral and written communication skills;
- Problem-solving and decision making skills;
- Ability to prioritize and manage a demanding work load while maintaining a rigorous attention to detail;
- Advanced skills in Microsoft Office applications, in particular Word, PowerPoint and Excel, are essential.

Clarien is an equal opportunity employer and offers a competitive compensation package commensurate with qualifications and experience.

Please submit a detailed cover letter and résumé no later than January 27th, 2021 to:

Human Resources Department
19 Reid Street, Hamilton HM 11
P.O. Box HM 665, Hamilton HM CX
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We sincerely thank all applicants for their interest. Only those candidates under consideration will be contacted.

Clarien Bank Limited through its wholly owned subsidiary companies is licensed to conduct bank, investments and trust business by the Bermuda Monetary Authority.