



GUYANA SECURITIES COUNCIL

VACANCY - COMPLIANCE OFFICER

The Guyana Securities Council invites suitably qualified individuals to apply for the position of Compliance Officer.

Interested persons are invited to submit their applications and curriculum vitae to the Corporate Secretary, **Guyana Securities Council at 34 King Street, Lacytown, Georgetown, OR** via Email at **gsc@guyanasecuritiescouncil.com**, **NO LATER than 17th November, 2023.**

Only shortlisted applicants will be contacted.

OBJECTIVES

- i. Review matters as required from regulatory and/or legal perspective and provide advice required for decision making by the Council.
- ii. Ensure entities comply with the Securities Industry Act 1998 and the Anti-Money Laundering and Countering the Financing of Terrorism Act 2009 as amended.

KEY RESPONSIBILITIES

- Conduct Anti-Money Laundering (AML) Examinations of reporting entities in accordance with the AML/CFT Act and the Guyana Securities Council's AML/CFT Supervisory Examination Policies and Procedures.
- Review and Update Internal Standard Operating Procedures
- Review and propose changes to all internal guidelines, procedures, manuals, strategies etc.
- Establish training programmes for the reporting entities.
- Update Internal AML Registers
- Act in a proactive manner to identify regulatory and supervisory developments
- Prepare and maintain detailed reports of findings and ongoing surveillance of reporting entities.
- Oversee and provide legal advice on matters relating to AML/CFT Compliance and market surveillance.
- Develop and maintain reports analysing compliance issues, conflicts of interest or other regulatory matters
- Serve as liaison between the Council, and other supervisory authorities, and law enforcement agencies.
- Provide guidance to staff on compliance related matters
- Lead and execute special projects
- Report to the Board of the Council

QUALIFICATIONS, KNOWLEDGE, AND SKILLS

- i. Admitted to practice as an Attorney at Law in Guyana
- ii. Experience in leading investigations related to regulatory and legislative compliance would be an asset.
- iii. Certified Anti-Money Laundering Specialist would be an asset.
- iv. Knowledge of Financial Action Task Force (FATF) Recommendations and Mutual Evaluation Process
- v. Excellent presentation skills
- vi. Problem solving and analytical skills
- vii. Ability to multi-task and meet deadlines
- viii. Ability to work well within a team
- ix. Exceptional written, oral communication and report writing skills
- x. Willingness to learn and adapt.

END