



## **COMPLIANCE AND PREVENTION OFFICER**

The Financial Intelligence Authority (FIA) invites applications from suitably qualified Malawians to fill the vacant position of Compliance and Prevention Officer tenable at its offices in Lilongwe.

### **Main Duties and Responsibilities:**

Reporting to the Compliance and Prevention Director, the job holder will be responsible for the following:

- Formulate and implement of compliance policies and procedures
- Conduct regular compliance monitoring of reporting institutions
- Assessing the AML/CFT training needs of reporting institutions and formulate programs that meet the needs
- Providing guidance to reporting institutions on compliance with the Financial Crimes Act (FCA)
- Conduct public awareness on AML/CFT issues
- Respond to the needs of domestic stakeholders and international organizations
- Undertake any assignments as advised from time to time.

### **Qualifications and Competencies:**

- A Bachelor's Degree in Social Sciences, Business Administration, Accounting or other relevant field;
- Experience in supervision of reporting institutions, compliance management of a reporting institution, investigation or auditing will be an added advantage;
- Impeccable behavior, highly disciplined and discrete, trustworthy and without active political affiliation;
- Resourceful, innovative, organized strategic thinker with the ability to work in a team while being efficient and delivering quality work products;
- Knowledge of technical writing and general communication skills;
- Analytical capability, with the ability to work with a large degree of independence;
- Good interpersonal skills and ability to work both in a team and independently;
- Ability to work effectively under pressure and deliver results by critical deadlines; and
- Proficiency in Microsoft Office suite of products (i.e. Word, Excel and PowerPoint).

If you meet the above requirements and have a passion to contribute in the fight against financial crimes, then submit your application, curriculum vitae and completed electronic application form which is downloadable from the vacancies section of our website on [www.fiumalawi.gov.mw](http://www.fiumalawi.gov.mw), to:

The Director General  
Financial Intelligence Authority  
Private Bag B441  
**LILONGWE 3**

Applications should be submitted by 30<sup>th</sup> August 2017. Only shortlisted candidates will be contacted for interviews.