



The Financial Intelligence Agency of the Turks and Caicos Islands is inviting applications for the following.

APPLICATION DEADLINE: Sunday 24th October 2021

Applications not accompanied by all required supporting documents and applications received after the deadline will not be processed. This is a contract position. Only shortlisted applicants will be contacted.

The Financial Intelligence Agency of the Turks and Caicos Islands (FIA) is a key competent authority within the TCI Anti-Money Laundering, Countering the Financing of Terrorism and Counter Proliferation Financing (AML/CFT/CPF) regime. Its main functions are to receive, analyse, and disseminate financial intelligence, to aid in the identification and prosecution of persons involved in Money Laundering, Terrorist and Proliferation Financing; and predicate crimes.

POSITION:	Financial Intelligence/ Information Technology Officer (FI/ITO)
LOCATION:	Providenciales, Turks and Caicos Islands.
SALARY:	USD50-58,000.00 per annum, plus allowances.

JOB SUMMARY:

The Financial Intelligence/ Information Technology Officer will be responsible for the receipt, analysis and dissemination of confidential information received through disclosures of financial information reported via Suspicious Activity/ Transaction Reports (SARs/STRs) related to Money Laundering (ML), Terrorist Financing (TF) and connected crimes. The FI/ITO will ensure the accuracy and validity of information as well as create new and develop existing case files, maintain and update intelligence and cases on the computer database and other FIA databases and will create reports for review by supervisors. This work will be conducted with emphasis on high professional standards, integrity, confidentiality, and good conduct. Additionally, the FI/ITO will provide Information Technology and network system support. The FI/ITO may be required to carry out other duties within the scope of the operational functions of the FIA.

Requirements and Qualifications:

- Certified or trained as a Financial Intelligence Officer (IO) with and undergraduate degree in IT, law enforcement discipline or related field; OR Certification as a financial intelligence officer and computer/ systems administrator with at least 4 years experience.
- Experience in an investigative/ intelligence role or similar environment while conducting IT network and systems support to private or public sector agencies.
- Experience in the preparation, recording, presentation and explanation of information and data in the form of reports relating to money laundering, terrorist financing and proliferation financing.
- Demonstrate experience in dealing and liaising with national and international agencies and colleagues, through various forms of correspondence regarding ML/TF and IT matters.
- Proficiency in the use and administration of Microsoft Office Suite - Word, Excel, Power Point and Access.
- Must be able to maintain a professional approach within a high-pressure working environment that may present fluctuating work demands and very tight deadlines.
- Prior experience in a Financial Intelligence Unit/ law enforcement agency, use of IBM iBase and I2 are assets.

TO APPLY THE FOLLOWING IS REQUIRED:

1. Application cover letter indicating position applied for stating how you meet the qualifications and requirements;
2. Copy of updated Curriculum Vitae including your contact details;
3. Two recent reference letters with date no older than 6 months. One of which must be from a person who can speak to your professional competencies for the job;
4. Copies of relevant qualifications;
5. Copy of passport Bio page and proof of status in the TCI where applicable; and
6. A Police certificate of character no older than 6 months.

Applications along with your CV and supporting documents are to be submitted electronically to hr@fia.tc by the deadline. Turks and Caicos Islander applicants should also forward copies of their applications to the Labour Board. Post currently held by work permit holder.

Only shortlisted applicants will be contacted.