



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

**APPLICATION DEADLINE: Monday 14<sup>th</sup> October 2024**

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-TCI) is a key competent authority within the Turks and Caicos Islands Anti-Money Laundering, Counter 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 Analyst  
**LOCATION:** Providenciales, Turks and Caicos Islands.  
**SALARY:** USD51,026.00-59,190.00 per annum, plus allowance (subject to qualifications and experience).

#### **JOB SUMMARY:**

The Financial Intelligence Analyst will be responsible for the receipt, analysis and dissemination of confidential intelligence received through disclosures of financial information reported via Suspicious Activity/ Transaction Reports (SARs/STRs) related to money laundering, terrorist financing, proliferation financing (ML/TF/PF) and connected offences in accordance with the relevant laws of the Turks and Caicos Islands. The Financial Intelligence Analyst will ensure the accuracy and validity of information as well as maintain records and case files, update the computer database and other FIA databases and records; create intelligence analysis and other reports for the FIA and Director as required. With an emphasis on integrity, confidentiality, honesty, security, professionalism and good department, conduct analysis into the financial activities of those involved or suspected to be involved in ML/TF/PF and connected crimes. The post holder may be required to perform other duties as necessary to meet the FIA's obligations from time to time.

#### **Requirements and Qualifications:**

- Qualified in or trained as a strategic, tactical and operational financial intelligence analyst with an undergraduate degree in Criminal Justice, Finance, Economics, Social Science discipline or a related field; OR At least 4 years experience working as a financial intelligence analyst in a research or investigative field with the relevant listed financial intelligence analyst skills;
- Experience in a financial intelligence/ financial intelligence analyst role;
- Experience in the preparation, recording, presentation and explanation of quality financial intelligence analysis reports for managers;
- Experience in analysing complex financial transactions with a level of appreciation of various financial and non-financial services and products, their legal structures and potential connections to money laundering, terrorist financing, proliferation financing and predicate offences;
- Advanced proficiency using Microsoft Office Suite - Word, Excel, Power Point;
- Must be able to maintain a professional approach in a dynamic working environment that may present fluctuating work demands and tight deadlines.
- Experience in case file management and intelligence led investigations.
- Previous work experience in a FIU, and with skills in the use of analyst software such as IBM iBase, i2 and Altia is an asset.

#### **To apply the following is required:**

1. Application cover letter indicating position applied for, explaining how you meet the job and qualifications requirements;
2. Copy of updated Curriculum Vitae including your contact details;
3. Two recent, reference letters (no older than 6 months) showing date; one of which must be from a person who can speak to your competencies and professional capacity for the job;
4. Copies of relevant qualifications;
5. Copy of passport Bio page; 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](mailto:hr@fia.tc) by the deadline. Turks and Caicos Islander applicants should also forward copies of their applications to the Labour Board. Your application for this post signals your agreement to be subject to a vetting process. Only shortlisted applicants will be contacted.