

**SKILLS FRAMEWORK FOR FINANCIAL SERVICES  
SKILLS MAP - FINANCIAL CRIME COMPLIANCE MANAGER**

<b>Sector</b>	Financial Services	
<b>Track</b>	Risk, Compliance and Legal	
<b>Occupation</b>	Financial Crime Compliance Officer	
<b>Job Role</b>	<b>Financial Crime Compliance Manager</b>	
<b>Job Role Description</b>	<p>The Financial Crime Compliance Manager oversees the implementation of the organisation's compliance programmes to manage risk exposure and combat financial crime. He/She advises and monitors the organisation's regulatory compliance relating to all aspects of financial crime, including Anti-Money Laundering (AML) and combating the financing of terrorism, sanction, anti-fraud, bribery and corruption activities. He is responsible for ensuring appropriate incident resolution and investigations are carried out, and he supports routine and ad-hoc regulatory reporting.</p> <p>The Financial Crime Compliance Manager's duties may require him to be contactable after office hours. He is well-versed with financial crime developments and trends within the industry, and is a keen learner, keeping abreast of changes and new approaches within the financial crime compliance function. He possesses integrity, is detail-oriented, and driven to excel. He is able to adapt well to changing priorities, and can effectively prioritise workflows to meet critical deadlines.</p>	
<b>Critical Work Functions and Key Tasks</b>	<b>Critical Work Functions</b>	<b>Key Tasks</b>
	Manage financial crime-related risk governance frameworks	Oversee the implementation of Financial Crime Compliance (FCC) management based on policies and frameworks
		Evaluate the robustness of internal FCC policies to identify improvements and refine procedures to keep up with industry trends and regulatory requirements
		Ensure changes to policies, processes and procedures are endorsed and communicated to relevant parties
		Review and propose enhancements to systems architecture based on FCC management needs
		Ensure FCC strategies and policies are translated to processes and procedures in accordance with the organisation's risk management frameworks
	Guide compliance with financial crime legislations, rules and regulations	Provide FCC advisory and guidelines for business units to implement compliance programmes
		Review the relevance and effectiveness of monitoring programmes and risk assessment procedures in view of emerging trends within FCC
		Provide FCC advisory support to internal stakeholders
		Conduct FCC-related trainings and awareness programmes
		Interpret statutory requirements and provide training to facilitate understanding
	Identify and track financial crime risks	Determine financial crime risk exposure of individual business units and functions within the organisation
		Review and escalate irregular activities and highlight risk of sanctions to identify preventative or corrective actions
		Supervise the monitoring of analytical activities to identify financial crime scenarios
		Review high-risk account activities and due diligence findings to identify suspicious activities
		Identify strategies to implement following the identification of high-risk accounts and/or internal compliance breaches
		Analyse the impact of emerging financial crime trends and practices on the organisation's risk exposure, to propose corrective actions
		Assist in reviews of new product approvals
	Oversee financial crime incident investigations and incident management	Review and draft policies and procedures aligned to the organisation's and regulator's financial crime investigative frameworks
		Conduct review on financial crime incidents and/or control gaps to propose recommendations and remediation steps
Escalate issues and/or involve external stakeholders and regulators to facilitate investigations		
Recommend remediation steps for FCC violations		
Direct the implementation of corrective measures in response to potential FCC breaches		
Oversee the production of regulatory submission material	Review the accuracy and completeness of compliance-related reports for regulatory submission and audit requests	
	Develop reports on suspicious activities and suspicious transactions for regulatory inspections	
	Draft responses to regulatory bodies based on documented reference records	

	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	<b>Skills and Competencies</b>	Compliance Mindset Development	Level 4	Decision Making
Customer Acceptance Checking and Onboarding		Level 4	Communication	Intermediate
Continuous Improvement Management		Level 4	Sense Making	Intermediate
Data Analytics and Computational Modelling		Level 4	Leadership	Intermediate
Data Collection and Analysis		Level 4	Lifelong Learning	Intermediate
Data Storytelling and Visualisation		Level 3		
Ethical Culture		Level 4		
Monitoring and Surveillance		Level 4		
People Performance Management		Level 4		
Policy Implementation and Revision		Level 4		
Regulatory and Legal Advisory		Level 4		
Regulatory Compliance		Level 4		
Risk and Compliance Reporting		Level 4		
Risk Management		Level 4		
Scenario Planning and Analysis		Level 4		
Stakeholder Management		Level 4		
Strategy Planning		Level 4		
Technology Application	Level 3			
<b>Programme Listing</b>	For a list of Training Programmes available for the Financial Services sector, please visit: <a href="http://www.skillsfuture.sg/skills-framework/financial-services">www.skillsfuture.sg/skills-framework/financial-services</a>			

The information contained in this document serves as a guide.