

# JOB ADVERT

## About UBA

United Bank for Africa (UBA) is one of Africa's leading financial institutions, with operations in twenty (20) countries and three (3) global financial centers: London, Paris and New York. UBA has evolved into a Pan-African, provider of banking and related financial services through diverse channels globally. United Bank for Africa Uganda represents UBA's pioneer country activities in the East and Southern African sub-region. With a growing network of branches and ATMs across the country, the bank continues to expand the retail and commercial playing field in Uganda by delivering unique financial products and solutions.

**JOB TITLE:** HEAD, COMPLIANCE

**REPORTS TO:** MANAGING DIRECTOR /CHIEF EXECUTIVE OFFICER

**DEPARTMENT:** COMPLIANCE

**DUTY STATION:** HEAD OFFICE

## JOB OBJECTIVES

- To align AML/CFT efforts to the Bank, regulatory and international standards/requirements and best practice to prevent the Bank's risk of sanctions and associated financial/reputational loss as a result of non-compliance.
- To develop and implement a compliance framework that constantly updates the Bank on its compliance levels with regulatory laws/standards
- To provide compliance advisory and decision support services to business units and strategic resources function so as to build a strong KYC environment to ensure Zero AML/CFT infractions
- To lead prompt compliance with all Corporate Governance, Code of ethics and Professional conduct and Compliance requirements.

## DUTIES AND RESPONSIBILITIES

- Develop, cascade and monitor the implementation of compliance department work plans/Activity plans and budgets in line with the overall bank strategy.
- Develop and implement appropriate AML/CFT sanctions and financial crime prevention policies, procedures, systems and controls and ensure compliance with Anti-Money Laundering and Combating the Financing of Terrorism (AML/CFT) standards across the Bank.
- Develop and implement monitoring tools/ standards/Measures to ensure that the Bank is compliant at all times with the laid out regulation and policies of the local regulatory bodies.
- Provide compliance advisory and support services to the Business Units and other relevant stakeholders to ensure that compliance standard of the Bank is a center of excellence.
- Design and implement compliance sensitizations/trainings programs/plans for staff and service providers to develop a compliance culture amongst employees within the bank by communicating requirements and continuous monitoring.
- Develop and implement channels for internal and external reporting of suspicious activity such as internal whistle blowing in line compliance reporting framework.
- Prepare, submit and present periodic (Weekly/Monthly/Quarterly/Annual) compliance reports/information (Exceptions, suspicious transactions, large cash transactions etc) to management and relevant bodies (Internal and External) to enable informed decisions; escalate major challenges to Board and MD/CEO where necessary.
- Co-ordinate AML/KYC routine examination as per Regulator's examination timetable/schedule as well as managing the Bank's relationships with regulators in relation to compliance issues.
- Train, motivate and manage performance of the Compliance team to enhance staff productivity by providing to-to-day technical guidance and support to the teams as well as monitoring the team's daily activities with continuous feedback for improvement in line with the HCM policies.
- Develop a timetable for the administration of compliance assessments and questionnaires in line with the compliance work plan.

## JOB REQUIREMENTS

### Education:

- A minimum of University first degree from a Reputable University.

### Experience:

- At least 8 years banking experience; 2 years in leadership capacity

## SKILL/COMPETENCIES

- In-depth knowledge of regulatory requirements pertaining to financial crime prevention.
- Exposure and experience in a Financial Operations role.
- Change Management skills
- Good relationship management.
- Understanding of the AML/CFT cycle.
- Must have the ability to identify suspicious transactions.
- Understanding of business operations
- Excellent analytical and investigative skills.
- Numerical skills
- Proficient in the uses of computer and basic MS Office tools.
- Meticulous, pays attention to detail.
- Good Leadership skills,
- Excellent communication skills – written and verbal.

## HOW TO APPLY

All interested staff should send their CV, application letter and copies of academic certificates to **ubaugandahr@ubagroup.com** addressed to;

Head of Human Capital  
United Bank for Africa  
Plot 2, Jinja Road  
Kampala, Uganda.

**Deadline for application Friday, 09th July, 2021.**

