JOB ADVERT

UBA
United Bank for Africa

ABOUT UBA

United Bank for Africa (UBA) is one of Africa's leading financial institutions, with operations in twenty (20) countries and four (4) global financial centers: London, Paris, New York and Dubai. 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. The bank is seeking to recruit the following highly motivated, competent, result oriented and dynamic professionals for the following positions;

JOB TITLE: **COMPLIANCE OFFICER**
REPORTS TO: **HEAD OF COMPLIANCE**

JOB OBJECTIVE(S)

- To ensure that the organization operates within applicable laws, regulations, regulatory guidelines, and internal policies while promoting a strong culture of compliance and minimizing regulatory risk.

DUTIES AND RESPONSIBILITY

- Regulatory Monitoring – Track new and amended laws, regulations, and regulatory directives, assess their impact, and coordinate timely implementation. Ensure all circular communications and correspondence are tracked in a timely manner.
- Policy Development and Review – Develop, review, and update compliance policies, procedures, and frameworks to align with regulatory requirements and industry best practices and based on the regulatory changes/directives received.
- Regulatory Reporting and Liaison – Coordinate accurate and timely submission of regulatory reports and act as the primary liaison with regulators during examinations, inspections, and information requests.
- Manage Compliance Risk – Identify, assess, monitor, and mitigate compliance risks that may expose the institution to regulatory sanctions, financial loss, or reputational damage.
- Compliance Monitoring and Testing – Conduct compliance reviews, monitoring activities, and testing on branches and departments/unit to evaluate adherence to regulatory requirements and internal controls.
- Issue Management – Track regulatory findings, audit observations, and compliance issues, ensuring corrective actions are implemented within agreed timelines. Ensure cross-functional collaboration with action owners to implement timely.
- Advisory Support – Provide regulatory guidance and compliance advice to business units to support informed decision-making while maintaining compliance. Foster a culture of integrity, ethical behaviour, and accountability by encouraging compliance with the institution's Code of Conduct and governance standards.
- Training and Awareness – Develop and deliver compliance training and awareness programs to promote understanding of regulatory obligations across the bank.
- Stakeholder Engagement – Maintain effective relationships with regulators, internal audit, risk management, legal teams, and business units to strengthen the compliance framework. Identify opportunities to enhance compliance processes, controls, and reporting mechanisms to improve regulatory compliance effectiveness.

Other Responsibilities

- Provide AML/KYC compliance counselling, advisory and decision support services to the business units in line with KYC/AML policies and guidelines.
- Respond and resolve all business unit's enquiries on AML/CFT and KYC issues as well as responses to AML/KYC Recertification Questionnaires from Correspondent Banks as and when applicable
- Proactively participate in the AML/KYC routine examination by regulators according to the Regulator's schedule/time and maintain an efficient working relationship with all units/Regulators to proactively prevent any adverse action against the bank on regulatory compliance issues.
- Prepare and submit periodic (Weekly/Monthly/quarterly) exceptions reports, regulatory reports on suspicious transactions and large cash transactions to the Head of Compliance and other relevant stakeholders,
- Administer compliance assessments and questionnaires as per instructions from the Head of Compliance

JOB REQUIREMENTS

Education

- Bachelor's degree in Accounting, Banking & Finance or related discipline from a reputable university.
- Compliance certification is an added advantage

Experience:

- Minimum of at least three (3) years of banking experience in operations, Audit, compliance, and Internal Control.

SKILL/COMPETENCIES

- Core Business Processes
- Banking Operations
- Industry Knowledge
- Credit Analysis
- Local laws
- Data gathering and analysis
- Financial analysis
- Creativity & Innovation
- Ability to manage Change
- Decision Making
- Problem Solving
- Diversity Management
- Communication skills
- Fraud Detection & Control
- Analytical and Investigation Skills
- Comprehensive Banking (Domestic and Foreign) Skills

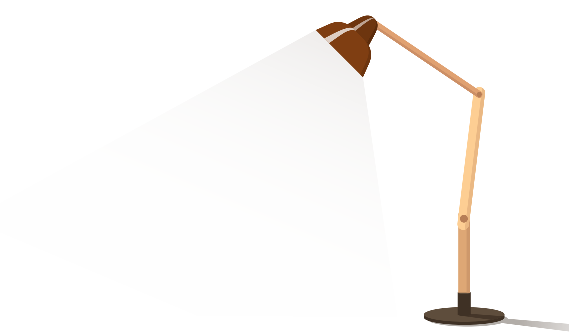
All interested candidates should send their CV, application letter and copies of academic certificates to **ubaugandahr@ubagroup.com** addressed to;

Head of Human Capital

United Bank for Africa

Plot 2, Jinja Road

Kampala, Uganda.



Deadline for applications is Friday, 31st July 2026.