

TITLE	Financial monitoring unit, specialist analyst
WORKING SCHEDULE	Full time
LOCATION	c. Yerevan, RA
START DATE	ASAP
OPENING DATE	09/04/2024
APPLICATION DEADLINE	26/04/2024
DURATION	Uncertain with 3 month probation period

“ID Bank” CJSC is looking for a specialist analyst of financial monitoring unit to fulfil the below mentioned responsibilities:

### JOB RESPONSIBILITIES

- Conducting due diligence on business relationships/transactions,
- Conducting analyzes for the purpose of identifying a suspicious transaction or business relationship, preparing and submitting a suspicious transaction report,
- Implementation/supervision of the process of assessment/re-assessment of clients' risk class,
- Preparation of the annual report related to re-assessment,
- Review/drafting of internal legal acts,
- Implementation of other functions defined by the Law and other legal acts adopted on the basis of the Law, internal legal acts of the Bank

### REQUIRED QUALIFICATIONS

- Higher education,
- At least 1-3 years of work experience in the field of finance,
- Knowledge of banking legislation,
- Computer skills,
- Knowledge of foreign languages (English and Russian),
- Communication skills,
- Analytical skills,
- Ability to ensure performance indicators,
- Team thinking,
- Punctuality and sense of responsibility,
- Organizational skills and effective time management,
- Ability to share experience and knowledge to mentor a new employee,
- Ability to solve problems quickly and effectively, ability to perform several tasks at the same time,
- Ability to quickly respond to changes,
- Attention to details,
- Ability to work effectively in a team,
- Knowledge of business ethics norms and their application.

## **ADDITIONAL INFORMATION**

After successful completion of the probation period, the Bank offers its employees a wide range of privileges, particularly, a comprehensive medical insurance package, a comprehensive bonus plan, a corporate package for sports club services, banking services on preferential terms, etc.

## **APPLICATION PROCEDURES**

All interested candidates who meet the requirements above and are confident that their background and experience qualifies them for this position, should send filled in application form attached to this announcement to: [hr@idbank.am](mailto:hr@idbank.am) mentioning the position applying for in the subject line of the e-mail. Only short-listed candidates will be contacted.

## **ABOUT COMPANY**

"ID Bank" CJSC was founded in 1990 as "Anelik Bank" Limited Liability Company and was renamed to "ID Bank" CJSC since 04.06.2018. The Bank's mission is to be the first choice Bank for the customers as the best innovative Bank providing the customers with personalized unique digital solutions. To learn more about the Bank, please visit: <https://www.idbank.am/>