

Trainee Financial Intelligence Officer - Jersey Financial Intelligence Unit (Jersey FIU)

Department: Justice and Home Affairs

Division: Jersey FIU

Reports to: Team Leader – Jersey FIU

JE Reference: JHA1065

Grade: CS07

JE Date: 1/3/2022

Job purpose

The Island's Financial Intelligence Unit (Jersey FIU) serves as the national centre for the receipt, analysis, enhancement and dissemination of financial intelligence.

As a Trainee Financial Intelligence Officer you will work in collaboration with other members of the Operational Analysis Unit (OAU) which receives, analyses, develops and disseminates financial intelligence and data obtained from Suspicious Activity Reports (SARs) and other relevant sources of financial intelligence.

Job specific outcomes

Assisting members of the OAU you will learn how to analyse, manage and develop financial intelligence and data relating to money laundering, associated predicate offences and terrorist financing by following the trail of particular activities or transactions, and to determine links to proceeds of crime, with a view to instigating or supporting national and international criminal investigations or civil sanction.

Working with members of the OAU you will learn how to produce high quality intelligence and data products that communicate findings from the analysis and enhancement of financial intelligence and data to key internal and external stakeholders such as the Law Officers' Department, States of Jersey Police, Jersey Financial Services Commission, in a meaningful, clear and concise way using a range of formats to assist decision making and risk assessment/management (tactical and strategic);

You will undertake identified financial intelligence enquiries supported by members of the OAU with a view to eventually managing a dedicated caseload utilising the relevant legislations, regulations, protocols and international guidance to obtain and share information and intelligence as required;

Through collaborative working you will learn, understand, participate and support the Jersey FIU's effective management of the consent regime, which includes grading and assessment of SAR's and other relevant sources of financial intelligence;

You will learn, understand and comply with all intelligence gathering, development and dissemination policies and protocols, including the National Intelligence Model in preparing intelligence reports and products;

With the assistance of members of the Jersey FIU you will learn, understand and undertake activities which supplement and support Jersey's overarching Financial Crime Strategy (including participation

in relevant working groups) ensuring and promoting its effectiveness and compliance with the FATF International Standards on AML/CFT along with other international standards in respect of Bribery and Corruption, Terrorist Financing, Sanctions and Proliferation Financing.

With the assistance of members of the Jersey FIU you will develop an understanding of how to engender, foster and maintain effective relationships with key stakeholders and partners.

You will learn through close working with members of the OAU the important role of acting as a single point of contact for criminal predicate offences or typologies (e.g. human trafficking, Child Sexual Exploitation, Corruption and Bribery, Terrorist Financing) and how that role works with key stakeholders and partners.

Collaboratively working with members of the Jersey FIU you will learn how to ensure the prompt and accurate recording of financial intelligence data using databases available to the Jersey FIU, adhering to all legal frameworks, key working principles policies and guidance relevant to the role to ensure information and intelligence is handled and processed legally.

You will be required to undertake continuous personal development through both in house and external learning and development methods (for example relevant ICA AML Certificates and/or Diplomas); and maintain an awareness of developments in relevant legislation, policies, emerging trends and international standards relating to AML/CFT;

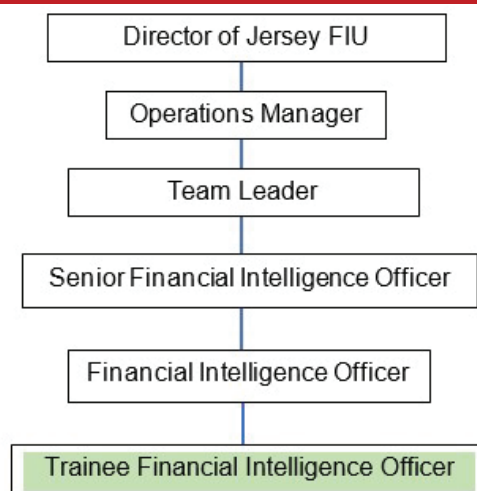
Carry out any other duties at the request of the Team Leader, Operations Manager or Director of Jersey FIU in pursuance of Jersey FIU functions, objectives, identified plans and targets.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the Government or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

Organisation chart



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications	Educated to a minimum of GCSE-level or equivalent that demonstrates basic numeracy, literacy and IT skills	Have an ICA Certificate in AML/CFT or a similarly recognised and relevant qualification.
Knowledge		Working knowledge of AML/CFT requirements and legislation. Basic knowledge of financial products instruments and services and key terms
Technical / Work-based Skills	Proficient in using computer applications e.g. Microsoft Office.	Experience working in a compliance or financial crime team.
General Skills/Attributes	Must be able to work in a confidential manner at all times. Reliability, discretion and trustworthiness are required, as the post holder will have constant access to classified material and personal records.	
Experience		
Criteria relating to Safeguarding	The role will involve exposure to unsavoury, confidential and sensitive issues where the careful and effective handling of such matters is essential.	

Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey Tier 6 core accountabilities attributes and behaviour indicators.

Organisational structure

