

## Senior Financial Intelligence Officer - Jersey Financial Intelligence Unit (Jersey FIU)

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**Department:** Justice and Home Affairs

**Division:** Jersey FIU

**Reports to:** Team Leader – Jersey FIU

**JE Reference:** JHA1074

**Grade:** CS10                      **JE Date:** 17/2/2022

### 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 Senior Financial Intelligence Officer (Senior FIO) you will be responsible for the receipt, analysis, enhancement and dissemination of financial intelligence obtained from Suspicious Activity Reports (SARs) and other relevant intelligence and information sources.

You will be primarily responsible for those financial intelligence cases which are more complex and serious in nature, and additionally provide support and guidance to Financial Intelligence Officers and Trainee Financial Intelligence Officers in the Operational Analyst Unit (OAU) in the development of their cases.

### Job specific outcomes

Analyse, manage and develop financial intelligence obtained from SAR's and other relevant sources relating to money laundering, associated predicate offences and terrorist financing by following the trail of particular activities or transactions.

Manage a caseload of more complex and serious financial intelligence cases adopting a risk based approach, utilising relevant legislation, regulations, protocols and international guidance to determine links to proceeds of crime, with the ultimate objective of escalating cases which instigate (or provide support to) national and international financial crime investigations.

Where identified or requested provide support and guidance to Financial Intelligence Officers and Trainee Financial Intelligence Officers in the development and progression of their financial intelligence cases ensuring all operational and tactical matters have been considered in a timely and efficient manner.

Produce high quality intelligence and data products that communicate analytical findings in a meaningful, clear and concise way using a range of formats; including the preparation and delivery of presentations to the key stakeholders (both internal and external), which assist strategic and operational decision making and risk management;

Actively participate in and support the Jersey FIU's effective management of the consent regime;

Comply with all intelligence gathering, development and dissemination policies and protocols, including the National Intelligence Model in preparing FIU intelligence reports and products;

Identify opportunities and undertake activities which support Jersey's overarching Financial Crime Strategy (including participation in relevant working groups) to ensure and promote 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.

Develop and maintain effective relationships with key stakeholders and partners.

Act as a single point of contact on behalf of the Jersey FIU in a specialist area (e.g. human trafficking, Child sexual Exploitation, Corruption and Bribery, Terrorist Financing) for relevant key stakeholders and partners.

Ensure the prompt and accurate recording of financial intelligence data using the 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.

Maintain an awareness of developments in relevant legislation, policies, emerging trends and international standards relating to AML/CFT;

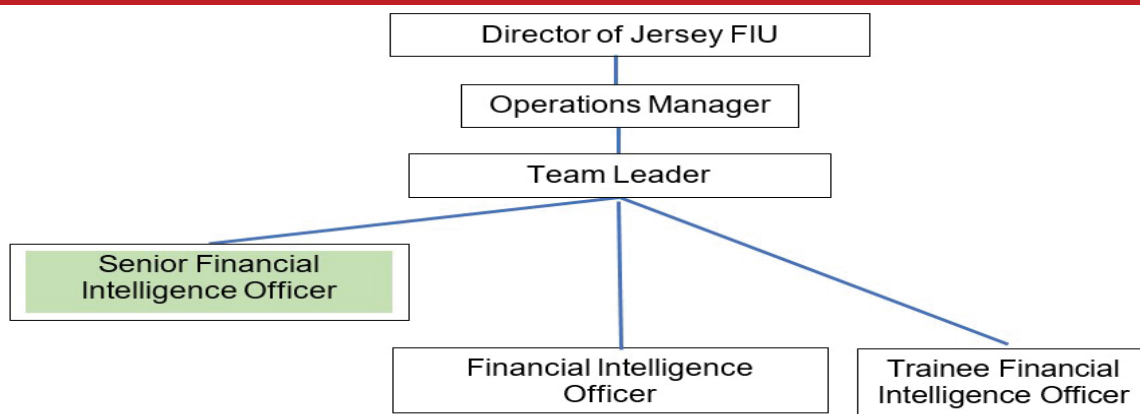
Cover any other ad hoc duties at the request of the Jersey FIU supervisors in pursuance of managing the smooth delivery of Jersey FIU services, products and tasks.

### 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
<b>Qualifications</b>	<p>A levels or equivalent qualifications; and or experience within a similar .role.</p> <p>Hold an ICA AML Diploma or similarly recognised and relevant qualification.</p>	
<b>Knowledge</b>	<p>Working knowledge and understanding of the following legislations:</p> <ul style="list-style-type: none"> <li>• Proceeds of Crime (Jersey) Law 1999</li> <li>• Money Laundering (Jersey) Order 2008</li> <li>• Terrorism (Jersey) Law 2002</li> </ul> <p>Working knowledge and understanding of the Jersey Finance Industry, including products and services offered/provided.</p> <p>Knowledge and understanding of the FATF recommendations and Immediate Outcomes which demonstrate effectiveness.</p> <p>Working knowledge of relevant systems (e.g. Microsoft Office), equipment, processes and procedures including standard software packages.</p>	<p>Knowledge and understanding of the following legislation:</p> <ul style="list-style-type: none"> <li>• Forfeiture of Assets (Civil Procedure) (Jersey) Law 2018</li> </ul>
<b>Technical / Work-based Skills</b>	<p>Ability to apply knowledge of financial products instruments and services and key terms to effectively understand and interpret financial intelligence.</p> <p>Ability to understand complex financial structures.</p> <p>Ability to recognise financial red flag indicators, typologies and trends relating to money laundering, associated predicate offending and terrorist financing.</p> <p>Ability to plan and organise own day work/schedules. Continually prioritise work and tasks to ensure deadlines are met.</p> <p>Proficient in using computer applications e.g. Microsoft Office.</p>	<p>Ability to interrogate financial data (e.g. Bank statements, financial records including year end accounts, annual reports, general ledgers).</p>

<b>General Skills/Attributes</b>	<p>Ability to work using their own initiative and can demonstrate:</p> <ul style="list-style-type: none"> <li>• Sound judgement</li> <li>• Flexibility</li> <li>• Critical thinking and problem solving skills</li> <li>• High levels of personal integrity and confidentiality</li> <li>• A strong work ethic</li> <li>• The ability to work under pressure</li> <li>• An understanding of the effective use of confidential and sensitive data.</li> </ul> <p>Demonstrate a methodical and analytical approach to work, with ability to correlate and develop accurate and concise material.</p> <p>Strong communication skills required, to promote collaborative working within the team and to effectively communicate with internal and external stakeholders.</p> <p>Attention to detail and ability to record information accurately with minimum supervision.</p> <p>Ability to make effective decisions.</p>	<p>Knowledge / understanding of Data Protection (Jersey) Law</p>
<b>Experience</b>	<p>Appropriate experience within the finance industry or financial crime investigation.</p> <p>Experience working in a compliance, risk or governance role; or within a financial crime team.</p> <p>Experience of working with classified or sensitive material and personal records.</p>	<p>Experience working as a MLRO/DMLRO</p>
<b>Criteria relating to Safeguarding</b>	<p>The role will involve exposure to unsavoury, confidential and sensitive issues where the careful and effective handling of such matters is essential.</p>	

### 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 5 core accountabilities attributes and behaviour indicators.