



SERVICE COMMISSIONS DEPARTMENT

ADVERTISEMENT OF VACANCY

**Office of Director, Financial Intelligence Unit (Group 2B),
Financial Intelligence Unit, Ministry of Finance**

Applications are invited from suitably qualified persons for the office of **Financial Intelligence Unit (Group 2B), Financial Intelligence Unit, Ministry of Finance.**

SALARY:

Group 2B: \$30,340 per month.

Applicants are advised that **the maximum age for recruitment shall be fifty (50) years** in accordance with Regulation 16 (1) of the Civil Service Regulations, made pursuant to the Civil Service Act, Chapter 23:01 of the Revised Laws of the Republic of Trinidad and Tobago.

JOB SUMMARY:

Responsible for the overall supervision of the Unit and the implementation of anti-money laundering policies in the country in accordance with the Financial Intelligence Unit of Trinidad and Tobago Act, 2009. He/She will have the strategic vision and will be in charge of all high level decisions within the FIU.

KEY DUTIES AND RESPONSIBILITIES:

The director will have some permanent duties and responsibilities within the FIU and some transitory duties critical in the establishment phase. He/She will be responsible for all actions in the Unit. Some of the transitory duties will become permanent in order to stay always as a leader in the AML/CFT prevention process.

- Overall supervision of the FIU, including staff, contracts and public affairs.
- Implementation of AML/CFT policies:
Develop, disseminate, and verify compliance with policies and regulations to prevent money laundering and terrorist financing within the country.
- Promote legislative changes, in order to improve the systems that fight money laundering and terrorist financing.

- Represent the FIU at international forums.
- Refer to a relevant law enforcement authority information of evidence of money laundering or terrorist financing.
- Submit within sixty days of the end of the financial year an annual report, to the Minister of Finance, on the performance of the FIU.
- Establish and maintain an administrative system and appropriate policies and procedures, including salaries, term of employment and benefits for the FIU's staff.
- Produce an annual budget and provide regular updates.
- Request to financial institutions the information that it considers necessary for the adequate fulfillment of its own functions.

QUALIFICATIONS:

Bachelor and Master Degree Studies in management, engineering, economics, finance or law from an accredited University.

EXPERIENCE:

- Five (5) years of experience in a managerial position.
- Knowledge of AML/CFT and Information Technologies issues as well as familiarity with the roles of FIUs is an asset.

A copy of the Job Specification can be accessed [HERE](#)

Interested persons **MUST** submit their application **ONLINE ONLY**, on or before but no later than **12th November, 2021** at 12:00 midnight local time.

Relevant documents **must** be scanned and uploaded with online application as stipulated on the **INSTRUCTIONS TO APPLICANTS** [HERE](#)

For further details, the Advertisement can be accessed on the Service Commissions Department's website www.scd.org.tt

CLOSING DATE FOR SUBMISSION OF ONLINE APPLICATION: 12th November, 2021.

SHOULD YOU NEGLECT TO UPLOAD/PROVIDE COPIES OF YOUR RELEVANT DOCUMENTS AND EVIDENCE OF YOUR EXPERIENCE AND TRAINING, AS OUTLINED IN THE ONLINE INSTRUCTIONS TO APPLICANTS, THE PUBLIC SERVICE COMMISSION WILL BE UNABLE TO DETERMINE YOUR ELIGIBILITY FOR THE OFFICE AND YOU WILL BE DEEMED UNSUITABLE.

Director of Personnel Administration (Ag)