



PostBank

# VACANCY NOTICE

PostBank is a Commercial Bank that is committed to fostering prosperity for Ugandans. The bank is growing and giving opportunity for its employees and the public. PostBank is in need of a competent and achievement driven professional to fill up the below role that has fallen vacant.

## POSITION DESCRIPTION

### JOB TITLE: MANAGER AML & SANCTIONS COMPLIANCE

### REPORTS TO: HEAD OF COMPLIANCE

#### JOB PURPOSE

- The role holder shall be responsible for providing leadership and support to the Bank's Anti-Money Laundering (AML), Combating Financing of Terrorism and Proliferation and Sanctions Compliance programme in a manner that ensures the institution's business and conduct fully comply with all relevant laws, regulations, standards, codes, and rules.

#### KEY RESPONSIBILITIES /KEY DELIVERABLES

- Support the Head of Compliance in the process of formulating the short, medium-and long-term strategic plans for the department and for the bank from an AML Compliance perspective-including workplans and budgets for the department.
- Support the Head of Compliance to establish, operationalize and regularly review the effectiveness of the Bank's AML and Terrorism Financing Risk Management Framework in line with the local and applicable international AML laws and Regulations.
- Deputize the MLCO & ensure that all activities under the Bank's AML/CFT program are well established and effectively delivered in line with the local and applicable international AML laws and Regulations.
- Supervise the compliance training programs on AML/CFT as well as ensuring that all applicable laws and regulatory requirements are delivered effectively to all employees, agents, and any identified user groups.
- Ensure that all correspondences with regulators and other external parties are attended to in a timely manner, and foster good working relations with regulators, advisers/consultants, auditors, and lawyers.
- Conduct periodic entity wide AML/CFT and sanctions risk assessment in line with the regulations and internal processes.
- Initiate updates to the AML/CFT risk assessment.
- Regularly update line management on any emerging and relevant changes in the AML environment, ensuring that all such changes are integrated into the business processes.
- Ensure that AML risk assessments for all new products, technologies, locations/channels are carried out prior to launch and findings documented as required.
- Act as the compliance function's risk management champion.
- Prepare monthly compliance reports meticulously detailing key AML/CFT and sanctions program matters.
- Ensure own compliance with the Bank's code of conduct which includes but not limited to adhering to AML/CFT requirements.

#### BUSINESS BEHAVIOURS

- **Passion:** Committed to excellence, deliver outstanding results and make a positive impact for our customers and stakeholders.

- **Teamwork:** Collaborates, observes mutual respect and diverse perspectives to achieve shared success and deliver greater value to the Bank.
- **Integrity:** Upholds honesty, transparency, and accountability, ensuring ethical practices in every action.
- **Innovation:** Embraces creativity and forward-thinking, continually seek innovative solutions to enhance customer experience and drive business growth.

#### QUALIFICATIONS, EXPERIENCE AND COMPETENCIES REQUIRED

- A Bachelor's degree in a relevant discipline.
- Professional qualification or training in risk management or compliance.
- A Master's degree or membership of a professional body in a relevant field will be an added advantage.
- At least five years' experience in Banking or financial consultancy services, three of which are associated with risk management, compliance, or finance.
- At least two years or supervisory experience or an equivalent experience shall be an added advantage.
- A proactive attitude, with the ability to maintain the highest professional standards to ensure the bank is not in a position of risk.
- Ability to build supportive relationships with diverse groups/stakeholders across the bank.
- Make commercial business decisions and is resilient in the face of resistance.
- Credibility, professionalism, and confidence to implement best practice.
- Ability to work with the business to achieve its goals within the relevant regulatory regimes.
- Ability to consistently demonstrate initiative and confidence in day-to-day dealings with management.

#### THE FOLLOWING DOCUMENTS SHOULD ACCOMPANY THE APPLICATION

- Cover letter, Detailed CV, and Copies of academic documents all as one file.

#### MODE OF APPLICATION

- Online applications addressed to **Chief People & Strategy Officer**, PostBank Uganda.
- Send application to [hr@postbank.co.ug](mailto:hr@postbank.co.ug) with job title as subject.
- Closing Date: **Tuesday 22<sup>nd</sup> April 2025 at 5:00pm.**
- Only shortlisted candidates will be contacted.

**PostBank Uganda Ltd is an equal opportunity employer.**

Toll free  
0800 217 200

Whatsapp  
+256 707 993 930

Email  
[customerservice@postbank.co.ug](mailto:customerservice@postbank.co.ug)

[www.postbank.co.ug](http://www.postbank.co.ug)

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