



BSA Officer

SECURITY BANK & TRUST COMPANY

Glencoe, MN

Security Bank & Trust Co. is a growing community bank with thirteen locations between McLeod, Carver and Sibley counties. We take pride in our employees and are looking for a Full Time BSA Officer to coordinate the development, implementation and administration of all aspects of the Bank Secrecy Act Compliance Program.

Responsibilities

- Monitor compliance with federal Bank Secrecy Act, USA Patriot Act, Anti-Money Laundering (AML), and Office of Foreign Asset Control (OFAC) laws and regulations
- Identify risks associated with products & services offered by the Bank
- Advise management on the development of policy, procedures, controls & training to address risks
- Act as an internal consultant to staff throughout the organization
- Coordinate BSA related matters with personnel across business lines in order to ensure the smooth and efficient flow of information
- Internal and external reporting of BSA-related information

Skills

- Thorough knowledge of BSA/AML/OFAC regulations
- Possess strong written/verbal communication skills as well as excellent organizational/time management skills
- Project a businesslike professionalism in both appearance and manner
- Excellent skills in computer operation; including Microsoft Office product suite
- Experience with automated AML surveillance system
- Ability to work with minimal supervision while performing duties