



Understanding that exceptional people... create exceptional circumstances!

Who we are: We are a small private bank that knows our clients by name, understands their banking needs and works as a team to provide the highest level of service possible. We provide modern banking strengthened by a renowned tradition of service. We offer our clients choice and flexibility in managing their finances, while preserving the personal touch and accessibility they expect from a Private Bank.

What to expect: Driven by shared values of team spirit, commitment, responsibility, and innovation, all our teams are focused on delivering a truly personal service. All team members, regardless of their role, help create better, deeper, more personal relationships with our clients, while offering them a greater level of service and opportunity. As a subject matter expert, you will have access to all decision makers. Everyone in the bank is focused on creating the best possible client experience imaginable.

Here's what you'll do: The **Senior BSA Analyst** is responsible for daily administration of the Bank's Secrecy Act/Anti-Money Laundering Compliance Program. Under general supervision of the BSA Officer, reviews for suspicious activity reports and escalates alerts from various business lines regarding consumer and business accounts. Assists the BSA Officer with emerging BSA compliance issues and establishment of internal controls to mitigate risks.

- Performs daily review, monitoring, and analysis of various reports, logs, and transaction data to identify trends, unusual activity, and monitor large currency activity; determines if transactions are suspicious in nature, such as kiting, significant changes in balances, cash structuring in deposits, loans payments, and certificate of deposit purchase's, wire or ACH transfers, monetary instrument sales, new account openings, etc.
- Researches and resolves alerts and conducts investigations within the system.
- Monitor and track BSA/AML high risk customers and accounts.
- Conducts high-risk and EDD reviews.
- Prepare and submit Suspicious Activity Reports (SARs).
- Reviews the daily BAM+ data feeds process to ensure all data is successfully imported.
- Reviews daily iCore reports to include cash, overdrafts, kiting, large transactions, balance fluctuations, OFAC suspects, and International ACH transactions "IATs."
- Obtains and reviews CTRs from all branches.
- Coordinates the development and implementation of Bank forms, notices, and procedures and monitoring processes for compliance with the Bank Secrecy Act and related regulations.
- Point of Contact "POC" (as listed on Bank Federal Call Reports) with access to FinCEN's Secure Information Sharing System "SISS" for both 314(a) and 314(b) activities.
- Downloads USA Patriot Act Section 314(a) Information Requests at FinCEN's SISS website, conducts necessary scans and completes research and certification required.
- Responsible for oversight of all Currency Transaction Reports within required time frames.
- Reviews new account information for compliance with CDD, CIP and Beneficial Ownership. Reviews the Preliminary Risk Assessment for proper calculation.
- Communicates with employees and/or management to follow-up on questionable CIP items/exceptions.
- Completes periodic monitoring of customer accounts with W-8s on file.
- Provides input to management on control weaknesses, policy enhancements and training needs, as applicable, to ensure bank wide BSA/AML/OFAC compliance.
- Researches and responds to information requests from FinCEN and other government entities.



- Tracks Key Metrics (monthly Alerts, CTRS, SARs, Monetary Instrument Log “MIL” and other transaction reports).

What you Need to Succeed:

- Associate degree (AA), Bachelor’s degree or equivalent combination of education and experience preferred.
- 5 years’ extensive experience in either banking or banking regulation enforcement.
- Proficient knowledge base of all rules and regulations relating to the Bank Secrecy Act as well as Anti-Money Laundering (AML) regulations and the Patriot Act.
- 4 years’ experience and knowledge of bank products.
- Ability to evaluate, analyze, and quantify the risk in financial transactions.
- Working knowledge of the BAM automated BSA/AML software.
- Core banking system experience such as DCI iCore360 preferred.
- Computer skills including Microsoft Teams 365, Excel, Outlook, and Word.
- Ability to interact with all levels of management and team members.

What’s in it for You:

EH Private Bank offers competitive compensation and incentive packages, along with a comprehensive benefits package that includes:

- *Competitive salary.*
- *Excellent comprehensive benefits package includes medical HMO or PPO, dental, and vision.*
- *Bank paid life insurance and long-term disability.*
- *Matching 401(K).*
- *Vacation and Sick Benefits.*
- *Paid Bank Observed Holidays.*

We offer a highly desirable work environment with committed banking professionals who value teamwork and collaboration. If you have an interest in becoming a part of the EH Private Bank team, please send us your resume and qualifications via email to: careers@ehprivate.bank

INCLUSION AND EQUAL OPPORTUNITY EMPLOYMENT

EH Private Bank is an equal opportunity employer committed to diversity and inclusion. All qualified applicants for employment at EH Private Bank will receive consideration for employment without regard to race, religion, color, sex, gender identity or expression, sexual orientation, national origin, ancestry, citizenship status, uniform service member and veteran status, marital status, age, protected medical condition, disability, or any other protected status in accordance with all applicable federal, state, and local laws.