

# About the job

## About This Role

Wells Fargo is seeking a Due Diligence Associate

## In This Role, You Will

- Conducting Know your Customer (KYC) Compliance process for commercial banking processes in line with the requirements of the USA Patriot Act as well as Wells Fargo corporate AML / BSA policy requirements.
- Responsible for assisting with the implementation and monitoring of a risk-based compliance program to assure compliance with federal, state, agency, legal and regulatory requirements.
- Responsible for picking up relevant samples for Data Quality exception to assure compliance with as prescribed in the QC framework requirements.
- Participates in and provides compliance support for projects and initiatives. with low to high risk to identify, assess and mitigate BSA/AML risk in business activities.
- Maintain an Audit Trail of Due Diligence Performed.
- Interact with compliance representatives to assess potential unusual activity.
- Maintain program and procedures, making updates as needed.
- Assist as needed with examinations and/or audits.
- Sound analytical, critical thinking and problem-solving skills.

## Essential Qualifications/Experience

- Graduation in any stream
- 4+ years of experience in one or a combination of the following: financial services, criminal justice, fraud, Bank Secrecy Act, anti-money laundering, or investigations of financial crimes or policy violations; experience in the foregoing Operational Risk Management processes and / or Compliance or Audit Programs of a banking back-office operations.
- Familiarity with and working knowledge of BSA/AML programs including all aspects of KYC and / or other related risk and regulatory disciplines.
- Proven ability to collaborate with all levels of management and functional groups.
- Potential experience in Quality Control (QC) will be an added advantage.

## Desired Skills

- Good Verbal and Written communication Skill.

- Ability To Interpret data.
- Analytical skills
- Quick learner
- Domain knowledge within banking.

#### Posting End Date

- Job posting may come down early due to volume of applicants.

#### We Value Diversity

At Wells Fargo, we believe in diversity, equity and inclusion in the workplace; accordingly, we welcome applications for employment from all qualified candidates, regardless of race, color, gender, national origin, religion, age, sexual orientation, gender identity, gender expression, genetic information, individuals with disabilities, pregnancy, marital status, status as a protected veteran or any other status protected by applicable law.

Employees support our focus on building strong customer relationships balanced with a strong risk mitigating and compliance-driven culture which firmly establishes those disciplines as critical to the success of our customers and company. They are accountable for execution of all applicable risk programs (Credit, Market, Financial Crimes, Operational, Regulatory Compliance), which includes effectively following and adhering to applicable Wells Fargo policies and procedures, appropriately fulfilling risk and compliance obligations, timely and effective escalation and remediation of issues, and making sound risk decisions. There is emphasis on proactive monitoring, governance, risk identification and escalation, as well as making sound risk decisions commensurate with the business unit's risk appetite and all risk and compliance program requirements.

Candidates applying to job openings posted in US: All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, status as a protected veteran, or any other legally protected characteristic.

Candidates applying to job openings posted in Canada: Applications for employment are encouraged from all qualified candidates, including women, persons with disabilities, aboriginal peoples and visible minorities. Accommodation for applicants with disabilities is available upon request in connection with the recruitment process.

#### Applicants With Disabilities

To request a medical accommodation during the application or interview process, visit Disability Inclusion at Wells Fargo .

#### Drug and Alcohol Policy

Wells Fargo maintains a drug free workplace. Please see our Drug and Alcohol Policy to learn more.