



Opportunity Profile

Senior AML (Anti Money Laundering) Analyst Peace Hills Trust Company

Company

Peace Hills Trust is Canada's largest and oldest First Nations owned federally regulated financial institution and is also Canada's only independent Trust Company. Employing over 100 people, Peace Hills Trust provides personal and business financial services through a network of eight Regional Offices and electronic services.

Peace Hills Trust is wholly owned by the Samson Cree Nation of Maskwacis, Alberta. Its Corporate Office is in Edmonton, Alberta.

The Opportunity

We are currently seeking a **Senior AML Analyst** to join the AML Compliance Team. Reporting to the AML Compliance Officer (AMLCO), this individual will assist in meeting regulatory requirements related to investigations, STR reporting, sanctions screening, fraud-related AML assessments, and other FINTRAC report preparation.

This position will be based in our Corporate Office in downtown Edmonton, Alberta.

The Ideal Candidate

To be successful in this role, you are a highly motivated and experienced AML professional with a strong understanding of AML/ATF regulatory requirements, financial crime typologies, and investigative methodologies. You possess a keen investigative mindset, demonstrated ability to identify complex patterns and emerging risks, and the analytical rigor to conduct thorough investigations and document findings with precision, clarity, and defensibility.

Responsibilities

Transaction Monitoring and Investigations

- Review and investigate transaction monitoring alerts generated through PHT's AML monitoring systems.
- Conduct thorough investigations of unusual or potentially suspicious customer activity.
- Analyze transaction patterns, account activity, customer profiles, and supporting documentation.
- Document investigative findings and recommendations in accordance with established procedures.

Suspicious Activity Reporting

- Support the identification and assessment of activities that may warrant regulatory reporting.
- Assist in the preparation of Suspicious Transaction Reports (STRs).
- Ensure investigations and reporting are completed within prescribed regulatory timelines.
- Maintain accurate and complete case files supporting investigative decisions.

Fraud-Related AML Assessment

- Review rejected clearing items and cheque-related activity from an AML perspective to assess potential money laundering or fraud-related indicators.
- Escalate detected activity meeting reasonable grounds for suspicion within the department for further determination
- Identify gaps, inconsistencies, or anomalies in client information and escalate concerns to the AMLCO where appropriate.

Sanctions & PEP Screening

- Review and assess sanctions and politically exposed person (PEP) alerts generated in support of periodic KYC refresh activities.
- Investigate potential matches against the OSFI / Consolidated Canadian Autonomous Sanctions List and document outcomes in accordance with internal procedures.

Audit Readiness & Quality Assurance

- Maintain clear, well-documented audit trails for all KYC AML review activities in designated systems.
- Support internal and external audits and AML testing activities as required.
- Participate in peer review or quality assurance checks of completed KYC files, as assigned.

Training and Awareness

- Assist in promoting awareness of financial crime risks and AML obligations throughout Peace HillsTrust.
- Support compliance communications and training initiatives as required.

Additional Compliance Support

- Assist with the annual AML self-assessment process, including information gathering, reviewing and final reporting.
- Support ad-hoc AML compliance initiatives, regulatory requests, and internal projects as assigned.
- Remain informed of updates to FINTRAC guidance, regulatory expectations, and internal AML policies impacting KYC requirements.

Required Qualifications

Experience

- 2–5 years of experience in AML / KYC compliance within a Canadian federally or provincially regulated financial institution or regulatory environment.

Technical Skills

- Ability to analyze complex information, identify red flags, and apply sound judgment
- Demonstrated expertise in STR and case file preparation, and evidentiary documentation.
- Experience with AML systems such as Verafin (preferred) or similar AML monitoring tools is an asset.

Regulatory Knowledge

- Advanced knowledge of the PCMLTFA, FINTRAC guidance, and KYC/CDD requirements.
- Familiarity with sanctions screening and PEP identification requirements.

Soft Skills

- Strong attention to detail and analytical skills.
- Effective written and verbal communication skills for collaboration with Regional Offices and internal stakeholders.
- Ability to manage multiple review cycles and meet required timelines.

Certification

- CAMS (Certified Anti-Money Laundering Specialist) designation is an asset but not required for this role.

Peace Hills Trust offers a competitive salary based on skills, qualifications, and experience, along with a comprehensive benefits package.

To be considered for this exciting opportunity, please forward your cover letter and resume to:

Peace Hills Trust Company
Human Resources Department
Phone: 780.421.1606
Email: human.resources@peacehills.com

We appreciate the interest of all applicants; however only those selected for consideration will be contacted.

Closing Date: August 31, 2026