

InRoads Credit Union is seeking a detail oriented, self-directed, and knowledgeable full time BSA/AML Specialist to join our team in St. Helens, Oregon. This position is hybrid and will have remote flexibility and a full benefits package including a matching 401k.

At the heart of every InRoads Credit Union position is a relationship built between the you and the members you serve. Transparency, acceptance of individuality, confidence and strong communication skills are necessary. You understand that members trust and rely on your assistance daily. Your goal is to exceed the members expectations in everything you do.

The BSA/AML Specialist will be a part of our Risk Management / Compliance Team. You will report directly to the Risk and Compliance Manager. This role will support all aspects of the Bank Secrecy Act (BSA), Anti-Money Laundering (AML), Office of Foreign Asset Control (OFAC) and the USA Patriot Act to ensure the Credit Union is compliant with all appropriate regulations. This position will perform a wide variety of BSA-related functions including preparing Suspicious Activity Reports (SARs), Currency Transaction Reports (CTRs), conducting account research and reviewing potential OFAC matches.

This role will require a minimum of one to three years of similar or related experience in BSA/AML/OFAC, Compliance, Audit or Bank Operations experience.

A Successful BSA/AML Specialist should be equipped with the following:

- Proficient in Microsoft Office products, including Windows, Outlook, Word, and Excel
- Experience with BAM+ software preferred but not required
- Excellent verbal and written communication skills
- Ability to work independently with minimal supervision
- High attention to detail
- Strong organizational skills
- Effective time management skills
- Must be bondable

The duties of the BSA/AML Specialist will include but are not limited to the following:

- Review and Prepare Currency Transaction Reports
- Review and investigate potential suspicious activity
- Assist with case management for BSA, Fraud and Suspicious Activity
- Assist with ongoing compliance reviews and document results

InRoads Credit Union is an Oregon-based not-for-profit financial institution. At InRoads, we are that trusted resource for our members and communities. We're here to deliver the financial expertise our members want and need, from affordable loans and financial resources, to money saving advice and planning. When our members succeed, so does the credit union. Our employees are a vital part of that success. Transparency, celebration of individuality, confidence, the ability to work with members to achieve their financial goals and dreams, and strong communication skills are necessary for any successful candidate.

Together we are InRoads Credit Union.

If you feel a connection to our credit union after reading a little about the position and our organization, and you meet minimum qualifications, submit your employment information (letter of interest, resume and application) as soon as possible. This position will remain posted until filled.

InRoads is an equal employment opportunity employer.