

JOB DESCRIPTION

Company: Legal Services Supervisory Authority (LSSA)

Job Title: Senior Enforcement Officer

Line Manager: Head of Enforcement

Summary: The LSSA is seeking a highly motivated professional to join its Enforcement Division in the role of Senior Enforcement Officer (SEO). The LSSA adopts a risk-based approach to the supervision of its Supervised Firms. The enforcement function therefore forms a key part of the LSSA's supervisory activities. The SEO plays a critical role in ensuring compliance by firms conducting relevant financial business (RFB).

This position is responsible for supporting the Head of Enforcement in carrying out the Authority's supervisory functions relating to breaches of the Anti-Money Laundering Regulations (AMLRs) and the wider anti-money laundering, countering the financing of terrorism and counter proliferation financing (AML/CFT/CPF) framework. The SEO will also assist with LSSA's information and intelligence-sharing gateways with domestic partners.

The functions of this role will include but not be limited to the following duties & responsibilities:

- Case Assessment, Investigation & Monitoring
 - Ensure timely investigations of matters assigned by the Head of Enforcement.
 - Analyse complex information to make proportionate decisions in line with legal and policy frameworks.
 - Prepare case files for referral to the Director of Public Prosecutions where required.
 - Recommend appropriate enforcement action, in conjunction with any necessary legal opinion, for breaches of the AMLRs (2025 Revision).
 - Provide witness statements or affidavits which may be required in evidence in cases involving the LSSA and to appear as a witness in Court or other proceedings when required, at all times acting to a high professional standard.
- Administrative
 - Draft evidence-based reports, notices, and allegation letters that withstand legal scrutiny.
 - Assist with client communications including reviewing and issuing client correspondences.
 - Assist the Head of Enforcement in the formulation of policies and procedures as it relates to the management of risks, compliance with procedures and the enforcement of the relevant laws.
- Information and Intelligence
 - Act as the LSSA's Deputy Money Laundering Reporting Officer (DMLRO).

- Assist with making confidential disclosures with domestic authorities.
- Recommend appropriate referrals to other supervisory, regulatory or law enforcement bodies in accordance with the LSSA's domestic and international cooperation obligations and in accordance with statutory disclosure gateways.
- Training, Outreach and Representation
 - Assist the Head of Enforcement with training staff in evidence handling, best practices and other internal training.
 - Support the design and delivery of outreach initiatives to raise awareness of ML/TF/PF risks, regulatory trends, and industry obligations.

The incumbent must have the following skills and experience:

- A Bachelor's degree in law, finance, business administration, accounting, or a related discipline.
- Professional AML/CFT/CPF certification such as ACAMS, ICA, CFE, or similar would be desired.
- Minimum of four (4) years' experience in AML, financial crime, or a related field, including at least two (2) years in enforcement or investigations within a regulatory body or in the legal, audit, finance, law enforcement, fraud, forensic or compliance disciplines.
- In-depth knowledge of the AML/CFT/CPF regulatory framework in the Cayman Islands or a comparable jurisdiction, including relevant legislation and FATF principles/international standards.
- Experience handling complex cases and drafting reports in contentious or regulatory contexts.
- Proficiency in Microsoft Office applications, especially in MS Word, Excel, and PowerPoint.
- Proven ability to work effectively both independently and under direction, as well as collaboratively within a team environment.
- Proven ability to efficiently analyse, interpret, and evaluate large volumes of complex information.
- Strong written and verbal communication skills, with the ability to explain complex issues clearly and concisely.
- Excellent planning and time management skills, with the ability to prioritise and manage workload independently.
- Excellent analytical and report-writing skills.

The salary range on offer for this exciting position is CI\$75,000.00–CI\$90,000.00 per annum, commensurate with experience and qualifications, plus a comprehensive benefits package.

All applications must be received on or before 20th November 2026 to be considered.

Submit your application online at www.caymanlssa.ky/careers