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Job Description

Risk Management Examiner I - (2100034A) Description

All applicants should attach a cover letter and resume to their online submission for this position.

The Division of Banks is currently accepting applications for the position of Risk Management Examiner I in the Depository Institution Supervision – Risk Management Bank Examinations Unit. The filling of this position is subject to appropriation and obtainment of all necessary approvals from the Office of Consumer Affairs and Business Regulation and the Executive Office for Administration and Finance. The Division reserves the right not to fill this position without notice. This position will report directly to the Chief Director within the examination unit.

The mission of the Division of Banks is to ensure a sound, competitive, and accessible financial services environment throughout the Commonwealth. The Division maintains public confidence in Massachusetts financial institutions through the oversight of state-chartered banks and credit unions and the supervision and licensing of mortgage loan originators, the mortgage lending, brokering, servicing industries, and the money services business, sales finance, and debt collection industries operating in Massachusetts. The majority of the Division's employees are Examiners who conduct a variety of on-site and off-site examinations of financial institutions and licensed entities under the Division's jurisdiction. The Division offers competitive employee benefits, including generous leave policies, flexible work schedules, and tuition remission at state colleges and universities. We also offer a progressive training program and career advancement opportunities within the agency.

The Division of Banks is committed to ensuring a diverse and inclusive workplace where all employees feel respected, valued, and empowered to maximize their skills and talents to serve our citizens.

The Division of Banks is committed to creating and sustaining a work culture that is welcoming, inclusive, and mutually respectful to all its employees regardless of race, color, age, creed, religion, national origin, ethnicity, sex, gender identity or expression, sexual orientation, genetic information, veteran or disability status. We strive to reflect

diversity in all facets and levels of our agency. The Risk Management Bank Examinations Unit values inclusiveness and diversity within their examination and management teams. Within our community we strive to create and maintain working and learning environments that are inclusive, equitable, and welcoming.

The Risk Management Examiner I examines the records of depository financial institutions (banks and credit unions) to ensure they adhere to sound practices and applicable laws, rules, and regulations. The Risk Management Examiner I oversight requires an understanding of the CAMELS Rating System, bank balance sheet analysis, loan and investment portfolio analysis, IT/cyber security oversight, and BSA/AML. The Risk Management Examiner I participates in the examination process, compiles and analyzes financial documents, and prepares reports on findings.

The Risk Management Examiner I is located based on assignment, often onsite at an institution or at one of the Division's four offices (Boston, Lakeville, Woburn, or Springfield). The position requires both travel throughout the Commonwealth of Massachusetts and travel out-of-state with some overnight stay.

Primary Duties Include:

- Assist in the analysis of financial institutions by analyzing financial documents and reports, reviewing policies and procedures, and performing analyses on data collected in order to determine solvency, proper safeguards and internal controls, conformance with generally accepted accounting principles and compliance with applicable laws, rules and regulations.
- Analyze Call Reports, balance sheets and income statements; determine the impact of a bank's loan and investment portfolios on its financial condition; identify asset and funding concentrations in accordance with regulatory guidance; and calculate ratios pertinent to a bank's financial soundness for various CAMELS components.
- Assess a financial institution's technology risk by analyzing an institution's information security program and information technology risk management practices.
- Recognize potential money laundering risks confronting financial institutions and assess the adequacy of financial institution policies, procedures, and processes in complying with BSA/AML examination procedures.
- Review trust operations, policies, procedures, accounting and internal control at institutions with this type of business line.
- Assist in the preparation of sections of the Examination Report and detailed work papers in an accurate and timely manner. Confer with other state and federal agencies and audit/consulting firms as part of the examination process.
- Conduct or participate in formal exit meetings and presentations to the Board of Directors, including the preparation of agendas and handout materials.
- Act as an examiner-in-charge of financial institution examinations by planning, organizing, and supervising examinations of less-complex financial institutions.
- Participate in formal and on-the-job training in order to develop and acquire the knowledge, skills, and abilities necessary to facilitate the examination process.
- Other duties, as assigned or requested.

Preferred Qualifications:

- Experience in retail banking, credit unions, accounting, auditing or consulting in the financial services industry.

- Knowledge and experience in analyzing financial statements, performing financial analysis, and assessing risk.
- Familiarity with the Bank Secrecy Act, information security and technology, and/or trust operations.
- Demonstrated commitment to valuing diversity and contributing to an inclusive working and learning environment.

The non-negotiable annual salary for this position is \$53,055.60 (NAGE Unit 6, Grade 10, Step 1).

Qualifications

This requisition will remain open until filled; however, first consideration will be given to those applicants that apply within the first 14 days.

Minimum Entrance Requirements:

Applicants must have (A) at least one year of full-time, or equivalent part-time, professional experience in accounting, auditing, or bank examining work, or (B) any equivalent combination of the required experience and the substitutions below.

Incumbents are required to have a current and valid Motor Vehicle Drivers License at a Class level specific to assignment.

Substitutions:

I.A Bachelors or higher degree with a major in accounting, business administration, business management, banking or finance may be substituted for the required experience.*

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

Official Title: Bank Examiner I

Primary Location United States-Massachusetts-Boston - 1000 Washington St
Job Accounting and Finance

Agency Division of Banks

Schedule Full-time

Shift Day

Posting Date Apr 12, 2021

Number of Openings 3

Salary 53,055.60 - 75,629.06 Yearly

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Mayte Rivera - 6179561557

Bargaining Unit: 06-NAGE - Professional Admin.

Confidential: No

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