



## EMPLOYMENT OPPORTUNITY

The Securities Commission of The Bahamas, a statutory agency responsible for regulating and overseeing investment funds, securities, financial and corporate service providers, digital assets and registered exchanges, carbon credit trading, and the capital markets in The Bahamas, invites applications from qualified individuals for the following position:

### OFFICER – SUPERVISION DEPARTMENT

We seek to hire a full-time Officer within the Supervision Department. The Officer is responsible for reviewing applications, conducting ongoing surveillance activities and providing recommendations to ensure compliance with regulatory frameworks.

#### Responsibilities:

- Prepare applications, including performing due diligence and assessing fitness and propriety, in accordance with the SIA, IFA, FCSPA and DARE regulations (per assigned unit).
- Make recommendations for applicant approvals under relevant legislation.
- Review and make recommendations for new products (e.g. investment fund structures) and innovations.
- Assess compliance of material change notifications, annual information updates, financial reporting and statistical filings with laws, regulations, guidelines, and best practices.
- Assist with special projects and assignments.
- Conduct research and develop papers on new applicants, industry developments, and policy matters.
- Develop internal memos, opinions, board papers, information booklets, and guidelines.
- Review legislation and processes, proposing improvements where gaps or deficiencies are identified.
- Assist with designing and developing surveys, questionnaires and reports to track market developments and trends using statistical data from market participants.
- Identify legislative gaps arising from surveillance activities.
- Assist in cross-training and capacity building.
- Monitor applications pending conditional and final approvals.
- Generate reports on application processing.
- Verify the accuracy of inputs into the Commission's information systems.
- Prepare clear, concise, and accurate papers and reports.
- Maintain regular contact with market participants through courtesy calls.
- Advise market participants on regulatory developments and Commission policies.
- Respond to external queries from industry stakeholders and inter-departmental inquiries promptly.
- Interpret laws, rules, regulations, and policies to make independent decisions.
- Assist in the orientation, training, and coaching of junior officers.
- Participate in Commission-wide activities.

**Knowledge/Skills:**

- Strong understanding of capital markets, investment management, collective investment schemes, and corporate structures.
- Excellent organizational and time management abilities.
- Capability to work independently and meet deadlines.
- Careful adherence to established procedures and practices.
- Attention to detail.
- Strong financial analysis and investigative skills.
- Proficient analytical and problem-solving skills.
- Dedicated to providing efficient and high-quality service to internal and external customers.
- Strong writing skills.
- Expertise in the legislation administered by the Commission (SIA, IFA, FCSPA and DARE).

**Qualifications/Experience:**

- 2-4 years of experience in regulatory and/or financial services.
- Bachelor's degree in accounting, finance, economics, or law.
- Progress toward professional qualifications such as ICA Diploma, CFA, or CPA is a plus.
- Proficiency in Microsoft Office suite (Word, Excel, PowerPoint).
- Knowledge of the financial services industry.

**Compensation and Benefits:**

Packages are competitive with the market.

Interested persons should submit their applications no later than **Friday 13 March 2026** to:

**Senior Manager, Human Resources Department**

**Securities Commission of The Bahamas**

**Tel: (242) 397-4100**

**E-mail: [hrm@scb.gov.bs](mailto:hrm@scb.gov.bs)**

**Website: [www.scb.gov.bs](http://www.scb.gov.bs)**