

Employment Eligibility Screening Sr. Manager – 1000051035

Primary Location

US-RI-Providence

Other Locations

US-IL-Chicago, US-NY-New York, US-NC-Charlotte, US-TX-Dallas

Description

Job Specific Description:

Directly supports the Background Screening Investigations Executive and provides program oversight in the absence of the Background Screening Investigations Executive. Responsible for the oversight of the management and administration of Employment Eligibility Screening Investigation programs domestically and internationally within highly diversified functions. Ensures consistent application of professional best practices in administering the overall Employment Eligibility Screening Investigation programs. Plans and organizes resources to achieve the group's goals and objectives. Coordinates the identification and reporting of significant issues and develops recommendations to executive management to mitigate losses. Maintains close business relationships with business partner executives, ensuring significant issues and trends are effectively communicated and acted upon. Works closely with regulatory and industry counterparts, to proactively pool resources , share intelligence etc

Qualifications

Required Skills:

- Strong and proven management and leadership skills.
- Previous investigative experience in banking, research, audit or risk management is desired. Ability to gather, combine, and examine information from several sources in order to gain new facts, draw conclusions and supply answers. Knowledge of public records.
- Excellent written and verbal communication skills and strong analytical skills a must.
- Demonstrated ability to build strong relationships and influence (e.g., key stakeholders, risk partners, etc.).
- Strong time-management, organizational and prioritization skills are essential
- Proven ability to work on own initiative and drive for results, sometimes with little direct supervision
- Requires a detail oriented, independent thinker with multi tasking skills.
- Strong PC and analytical ability
- Must be a team player and able to build strong working relationships both internal and external to Bank of America

Desired Skills:

- Working knowledge of background investigation laws and regulations such as FDIC Section 19, FINRA, SAFE ACT, etc.
- Six Sigma Green Belt
- Experience in Staffing or Human Resources and/or background in a risk and compliance position.

NEXT STEPS:

Bank of America offers a competitive compensation and benefits package and flexible work accommodations. Bank of America strives to hire diverse candidates from a wide variety of backgrounds who represent the communities we are proud to serve. Please contact Warren Bauer, VP, Investigations Manager at warren.bauer@bankofamerica.com or 480-219-7012. **Please include a resume with your email correspondence.**

Sincerely,

Warren Bauer | Bank of America

Mortgage Fraud Investigations

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