Team Lead: Exchange Control

Location: Windhoek, Namibia
Company: Access Bank (Namibia) Limited
Position: Team Lead: Exchange Control
Job grade: D-Lower (Paterson Grading)

The Team Lead, Exchange Control is responsible for coordinating the implementation and daily operation of a robust Exchange Control compliance framework. To provide specialist advisory support on exchange control matters, ensures compliant processing of foreign exchange and cross-border transactions in line with Bank of Namibia (BoN) requirements, supports accurate Balance of Payments reporting through BOPCUS, and works with business, treasury, operations, compliance and risk teams to deliver customer solutions within sound regulatory and risk management standards.

Key Responsibilities:

- Provide commercially sound exchange control guidance to business units, branches, relationship managers, treasury dealers, operations teams and customers.
- Review cross-border transactions to confirm permissibility, documentary support, delegated authority approvals and appropriate regulatory treatment.
- Support preparation of BoN applications and identify compliant alternatives where transactions require specific exchange control consideration.
- Ensure adherence to BoN exchange control requirements, the Currency and Exchanges Manual for Authorised Dealers, Anti-Money Laundering or Counter Financing of Terrorism standards, Financial Intelligence Act requirements, Foreign Account Tax Compliance Act obligations and internal policies.
- Identify, escalate and report exchange control risks in line with approved policies.
- Track audit, compliance review and BoN findings to closure and maintain a strong evidence trail for reviews, approvals, correspondence and remediation.
- Monitor reporting exceptions, rejected items, incomplete documentation and outstanding client information to ensure timely resolution.
- Ensure the accurate use, maintenance and exception monitoring of the BOPCUS reporting system to ensure compliant and timely regulatory submissions.
- Any other functions as requested by the Team Lead Centralized Operations and Chief Operations Officer.

Qualifications and Experience:

Education:

- A degree in Business & Administration or any relevant discipline. Relevant Masters' and Professional Membership will be an advantage.

Experience:

- Minimum of 3–5 years' banking experience, preferably in exchange control, Foreign Exchange operations, international payments, trade finance, treasury operations, compliance or regulatory reporting.
- Working knowledge of Bank of Namibia exchange control requirements, Balance of Payments reporting, authorised dealer processes and applicable Anti-Money Laundering or Counter Financing of Terrorism obligations.

Qualified candidates who meet the above requirements are invited to submit their updated detailed CV and certified copies of qualifications through the Access Bank Namibia HR email address: HR.NAM@ACCESSBANK.na before the closing date **November 20, 2026** ensuring the position you are applying for is indicated in the subject line.

Access Bank Namibia is an equal opportunity employer. We are committed to attracting, developing, and retaining talented individuals who share our core values of Leadership, Excellence, Empowered employees, Passion for customers, Professionalism and Innovation.

Kindly note that only shortlisted candidates will be contacted.