

THE ID REGISTER LEARNING, SUCCESS AND PROMOTION



TopCo Directors	TopCo Directors (including CEO & CFO)
Training to complete upon promotion	Chartered Director
Country Directors	Country Board Director
Training to complete upon promotion	IOD Diploma

PROGRESSION PATH ↑

Division	Legal, Risk & Governance	Operations, CRM, Projects & Change		Technology	People at TIDR	Sales & Marketing	Finance
Senior Managers I - III	Head of Legal & Risk	Head of Operations	Head of CRM & Project Manager	Head of Technology	Head of People	Head of Sales/BD	
Training to complete upon promotion	Advanced certificate in non-banking financial institutions	IOD Certificate	Advanced PMP Qualification	TBD	TBD	TBD	
Minimum criteria to apply for this role	Experience	3 years + as Legal Manager	3 years + as Operations Manager with TIDR	3 years + as Project Manager with TIDR	TBD	TBD	TBD
	Annual Review	High Performer (or equivalent) as Manager					
	Soft Skills	Leadership - Judgement - Legal Knowledge - CRM - Legal Delivery Track Record	Leadership - Judgement - Culture - Ops Delivery Track Record	Leadership - Judgement - Culture - Project Delivery Track Record	TBD	TBD	TBD
	Membership	Qualified Solicitor, Barrister or Attorney	Accountant	Accountant	TBD	TBD	TBD

PROGRESSION PATH ↑ ↑ ↑ ↑ ↑ ↑ ↑

Managers I - III	Legal Manager	MLRO/MLCO (1)	Operations Manager	Relationship Manager	Project Manager	Development Manager	People Manager	Marketing Manager	Financial Controller
Training to complete upon promotion	Certificate in Data Protection Practice	3 industry events per year	Certified Associate in PM	TBD	Certified Associate in PM	TBD	TBD	TBD	TBD
Minimum criteria to apply for this role	Experience	3years + managing 5+ staff	3+ years as deputy MLRO	3+ years managing 10+ staff in TL role	TBD	3+ years managing projects in TL role	TBD	TBD	TBD
	Learning	Legal Qualification	Certificate in Financial Crime Prevention	A Leadership and Management Dip - B Client Relationship Management Day Course (Oak Tree)	TBD	Accountancy Qualification	TBD	TBD	TBD
	Soft Skills	Leadership - Judgement - Legal knowledge - CRM	Proven track record of excellent risk based judgement	Leadership - Judgement - Ops Delivery Track Record	TBD	Leadership - Judgement - Project Delivery Track Record	TBD	TBD	TBD
	Annual Review	High Performer (or equivalent) as Dep. Manager							

PROGRESSION PATH ↑ ↑ ↑ ↑ ↑ ↑ ↑

Team Lead I - III	Legal - TL	Deputy MLRO/MLCO	Compliance Officer	Ops Team Lead 1	Ops Team Lead 2	Product Owner TL	Developer TL	People DM TL	Marketing TL	Finance TL
Training to complete upon promotion	TBD	Certificate in Financial Crime Prevention	Advanced Certificate in Regulatory Compliance (ICA)	A Leadership and Management Dip - B Client Relationship Management Day Course (Oak Tree)	A Leadership and Management Dip - B Client Relationship Management Day Course (Oak Tree)	TBD	TBD	CIPD HR Level 3 Diploma	TBD	TBD
Minimum criteria to apply for this role	Experience	TBD	3+ years of AML experience - proven subject matter expert in KYC	3 years + as Senior Analyst	3 years+ as SA	3 years + as product owner	TBD	3+ years as HR Senior Analyst	TBD	TBD
	Learning	TBD	A ICA Compliance Certificate / B Leadership and Management Dip	A ICA Compliance Certificate / B Leadership and Management Dip	ACAMS /ICA/CIoT Foundation/ Diploma in Leadership and Mgmt	Diploma in Project Management	TBD	Leadership and Management Diploma	TBD	TBD
	Soft Skills	TBD	Ability to handle escalations and difficult cases in a timely and efficient manner	AML Subject Matter Expert	Leadership, integrity, motivation, dedication, enthusiasm, client service, operational delivery	Attention to detail, technical competency, system knowledge, proven track record as Product Owner SA	TBD	People skills, striking the balance between sensitivity and procedure, integrity	TBD	TBD
	Annual Review	High Performer (or equivalent) as Senior Analyst								

PROGRESSION PATH ↑ ↑ ↑ ↑ ↑ ↑ ↑

Senior Analysts 1 - III	Subscription SA	KYC SA	Company Secretary - SA	FATCA SA	Product Owner - SA	Developer SA	People SA	Marketing SA	Finance SA	
Training to complete upon promotion	US Financial Regulation Cert (TBD)	A ICA Compliance Certificate / B Leadership and Management Dip	Leadership and Management Diploma	A CIOT Cert. 3 modules B Leadership and Management Dip	Diploma in Project Management	TBD	Leadership and Management Diploma	CIM Level 6 Professional Diploma in Digital Marketing	ACCA Level 3	
Minimum criteria to apply for this role	Experience	2+ years as LA or similar (external)	2 years+ as Analyst incl. 6+ months approving KYC	N/A	2 years)* as FATCA Analyst	2 years+ of experience as Business Analyst	TBD	2years+ as Analyst	2 years+ as Marketing Analyst	
	Learning	Legal certificate/ diploma	ACAMS - CDD Certificate	ICSA Chartered Secretary qualification	AEOI CPD	Managing Projects and Change - ComplianceServe	TBD	HR relevant ComplianceServe course	Entry level digital marketing course	
	Soft Skills	Proven ability to informally supervise staff	Proven ability to informally supervise staff	Excellent organisational skills - proven ability to keep records	Proven ability to informally supervise staff	Attention to detail, technical competency, system knowledge, balancing competing views	TBD	People skills, striking the balance between sensitivity and procedure, integrity	Creativity, understanding of requirements into finished products	Attention to detail, meticulous, solutions oriented, organized self starter
	Annual Review	High Performer (or equivalent) as Analyst								

PROGRESSION PATH ↑ ↑ ↑ ↑ ↑ ↑ ↑

Analyst 1 to III	Subscription Analyst	KYC Analyst	FATCA Analyst	Business Analyst	Developer Analyst	People Analyst	Finance Analyst
Training to complete	TBD	ACAMS - CDD Certificate	AEOI CPD	TBD	Computer Programming and Coding Diploma	TBD	ACCA Level 2
To be achieved through the role	Learning	Customer Due Diligence - Compliance Serve	FATCA - ComplianceServe	TBD	Managing Projects and Change - ComplianceServe	TBD	Finance & Budget - Compliance Serve
	Soft Skills	TBD	Task mgmt. Customer service	TBD	Task mgmt. Customer service	TBD	TBD