

CLASS TITLE: PRINCIPAL BANK EXAMINER

Class Code: 02611400

Pay Grade: 31A

EO Code: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To supervise and review the daily activities of assigned lower level bank examiners engaged in conducting various fiscal examinations including those of a large, extensive and difficult nature of the operations, books and records of state chartered financial institutions, R.I. bank holding companies, credit unions, lenders, loan brokers, mortgage loan originators small loan lenders, foreign exchange transaction businesses, sellers of checks, electronic money transmitters, check cashers and debt management companies; and to do related work as required.

SUPERVISION RECEIVED: Works under the general direction of a superior from whom assignments are received; work is reviewed occasionally upon completion for conformity with law, rules and regulations.

SUPERVISION EXERCISED: Supervises and reviews the work of subordinate examiners and clerical assistants assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To supervise and review the daily activities of assigned lower level bank examiners engaged in conducting various fiscal examinations including those of a large, extensive and difficult nature of the operations, books and records of state chartered financial institutions, R.I. bank holding companies, credit unions, lenders, loan brokers, small loan lenders, foreign exchange transaction businesses, sellers of checks, electronic money transmitters, check cashers and debt management companies.

To participate in the conducting of examinations of such state chartered financial institutions, credit unions and other licensed entities and prepare reports thereon.

To be responsible for reviewing the findings of field examination reports by assigned staff and to summarize such findings and make recommendations for the correction of violations or practices discovered as a result of examinations.

To review for accuracy and completion call reports and reports of financial institutions, trust companies, credit unions and other entities licensed by the Division.

To review by-laws or changes in by-laws proposed by banks or other institutions and make recommendations for approval to a superior.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILL, AND CAPACITIES: A thorough knowledge of the provisions of the state and federal laws regulating state chartered financial institutions, R.I. bank holding companies, credit unions, lenders, loan brokers, mortgage loan originators, small loan lenders, foreign exchange transaction businesses, sellers of checks, electronic money transmitters, check cashers and debt management companies; a thorough knowledge of the principles and methods used in the examination of records of such companies to verify that their assets and liabilities are in accordance

with state laws; the ability to conduct fiscal examinations and prepare reports thereon covering their scope and findings; the ability to supervise and review the work of lower level examiners engaged in making examinations of state chartered financial institutions, credit unions and other related licensed entities; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a four year college of recognized standing with a major in accounting; and

Experience: Such as may have been gained through: considerable employment involving the conducting of fiscal examinations of financial institutions, credit unions and other related licensed entities or other companies as required by law and assisting in coordinating and reviewing the work of professional examiners.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: November 12, 2005

Class Revised: March 10, 2013