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CAREER OBJECTIVE

To work in a company with a professional work driven environment where I can utilize and apply my knowledge, skills and my experience to grow while fulfilling organizational goals. Understand and Manage the KYC AML processes and assist in managing all KYC and account opening requirements with appropriate governance and controls.

PROFILE SUMMARY

- Self-Motivated, detailed oriented and relentlessly resourceful professional with more than 5 years of experience in KYC on New and existing clients for UK,US and Germany.
- Knowledge of Anti Money Laundering and quality check analysis of KYC files.
- Team handling experience and remarkable level of energy, vision and drive with strong ethic and sight-fullness
- Profound knowledge of Financial Regulations like MIFID, Dodd Frank, EMIR,Fatca.
- Managed multiple inflight projects to deliver the required outcomes for business to maintain client relationships as well as internal KYC pipelines.

WORK EXPERIENCE

UBS, Pune

Role: KYC Specialist

Process: Periodic KYC Review

Nov 2022 – Till Present

Core Responsibilities:

- KYC for existing clients of Australian Retail Bank.
- KYC for Periodic review team on various entities
- Being part of the pilot team for AU retail Process
- Training for new joiners in the team to take them through the process flow and system knowledge and helping others teams/process to meet their target time to time e.g. PKR Process.
- Performing KYC for APAC Clients e.g., Hong Kong, Singapore, Switzerland, etc.
- Handling Team in the absence of Team Lead
- Performing Screening (Grid, Cosima, Factiva, etc.)

Deutsche Bank, Jaipur

Role: KYC Analyst

Process: New Client Adoption (NCA)

Jan 2019 – Oct 2022

Core Responsibilities:

- KYC for New clients being adopted as Regulated entity, listed entity, Private entity, High Risk SPV's and PIV's.
- Doing detailed research on client as per KYC guidelines and Adherence to Global AML guidelines.
- Compiling PEP, negative information and exception reports for AML and business.
- Performing background checks (Fircosoft/PCR /Lexis).
- Categorization of client adopted for London location as per MiFid guidelines and EMIR Classification.
- Compiling US based requests with Dodd Frank Protocol, FATCA and Volcker.
- Reviewing and evaluating client requirements and creating business trees for them.
- Training for new joiners in the team to take them through the process flow and system knowledge and helping others teams/process to meet their target time to time e.g. loan: fixed income, PR(Periodic review team).
- Acted as Team Lead for various projects for SPV group cases as well as leading loan project.

Teleperformance, Sitapura Jaipur

Role – Customer Care Executive

Process – Backend process for Hilton Hotel

Oct. 2017 – Dec. 2018.

Core Responsibilities:

- Customer care executive for Hilton hotel process. Resolving reservation queries.
- Handling backend work for the Hilton hotel customers having membership.

Sidhi Vinayak Telelink Pvt. Ltd.

Role: Claim Supervisor Process: U.K Insurance process

Sep. 2014 – Oct. 2017

Core Responsibilities:

- To take care of insurance claims of UK citizens.
- To handle the team to motivate them to achieve daily targets as well as keep the spirit high and training new joiners to take them through the process.

EDUCATION

- 2011-2012 - Sr. secondary from CBSE, Jaipur with 74.00%.
- 2013-2014 - Secondary from CBSE, Jaipur with 73.20%.
- 2014-2018 - B.com from Kanodia College, Jaipur with 43.20%.
- 2019–2022 – MBA from Jawaharlal Nehru University, Jaipur.

ACHIEVEMENT

- I was an active participant in sports like Football and Basketball in college.
- I was a gold medalist in inter school football.
- I got a silver medal in inter school basketball.
- I was a runner up in Gita Shlok competition.