

Awdhesh Kumar Singh

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Objective

Detail-oriented and highly analytical KYC Analyst with 5+ years of experience in financial services, specializing in client onboarding, due diligence, and regulatory compliance. Proficient in performing KYC and AML checks, identifying potential risks, and ensuring adherence to global regulatory standards. Strong ability to analyze complex data, prepare thorough reports, and collaborate with cross-functional teams to ensure optimal compliance with all regulatory requirements.

Experience

- Startek Ltd** .September 2022 - Till present
Senior Executive
 - Performing KYC checks for Periodic Review and New Clients Adoptions, ensuring the Bank's KYC and classification procedures are made in strict accordance with the regulatory requirements and the banks internal policies.
 - Verify and validate customer's identity, profile & line of business and identify relevant adverse information and do risk assessment for potential money laundering and / or terrorist financing to support actionable decisions to mitigate against financial, regulatory and reputation risk.
 - Conduct searches using search engines and websites and look out for any adverse news for customer's base on the identifying information receive in the repository.
 - Performed sanctions screening, PEP reviews, and adverse media checks using tools like World-Check and LexisNexis.
 - Identify red flags and control issues with respect to KYC/Client On-boarding. Escalation of High risk, adverse information on client to AML compliance for review and decision.
 - Conducting Simple Due Diligence/Enhanced Due Diligence Process including identification of Ultimate Beneficial owners, negative news check, PEP status, identification of previous and existing AML risk exposure etc.
 - Keep up-to-date information with AML/KYC regulations and requirements. Updating the team with process updates.
 - To follow process guidelines as per prescribed KOS's within the SLA.
- Khushboo Enterprises** May 2019 - June 2022
Executive
 - Assisted in conducting KYC due diligence for corporate and retail clients.
 - Performed customer risk assessments based on transactional behavior.
 - Maintained and updated client records, ensuring compliance with regulatory requirements.
 - Supported compliance teams in preparing reports for internal audits and regulatory reviews.
 - Coordinated with internal stakeholders for remediation of KYC gaps.
 - Performing Initial CDD reviews of the institutional Clients.
 - Responsible for investigating and verifying required KYC regulatory documentations of the clients, like registry, regulation, listing, main principals, intermediate parent, ultimate parent, Ownership and UBOs etc.

Education

- Dr. Ram Manohar Lohia Awadh University** 2014-2017
B. Sc.
- Gramyanchal Inter College** 2010-2012
Intermediate
- St. John Public School** 2010
High School

Skills

- Regulatory Frameworks, Fraud Detection, Sanctions Screening, Client Onboarding, Financial Crime& Risk Assessment, Fraud Detection& Prevention, Client Onboarding& Remediation, AML Compliance, Customer Due Diligence, Risk Assessment, Regulatory Frameworks, Fraud Detection, Sanctions Screening, Client Onboarding.
- Tools: CRT, CRS, RDC, Ms office, excel, PowerPoint. CRM(Customer relationship management) Finacle 10.

Certificate

- Infosec- internal certification.
- Code of Business Ethics and Conduct (COBEC)- internal certification.