

Shadab Ahmad

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Objective

Results-driven KYC Analyst with approx four year of experience in conducting comprehensive customer due diligence and maintaining robust anti-money laundering (AML) and countering the financing of terrorism (CFT) controls. Demonstrated proficiency in analyzing clients' corporate structures, assessing AML risk, and ensuring compliance with regulatory requirements. Excellent analytical and communication skills, with a proven ability to efficiently manage large volumes of client data and adapt to evolving industry standards.

Experience

- **Bank of America**
Team developer

11 March 2024 - Till date

Successfully completed KYC reviews for over 300 high-risk clients within one year, ensuring compliance with Bank of America AML policies and regulatory requirements, and contributing to a 20% reduction in potential financial risks for the bank.

- Completed analysis of transactional information to identify risk, trends and potential wary activity.
- Performed the required KYC screenings on customers documenting the information obtained on the client's as required by global KYC procedures.
- Ensuring compliance with all AML laws, regulations, guidelines, written procedures; OFAC, CIP, KYC, customer/transaction monitoring.
- Effectively conducted AML /KYC formality reports on questionable accounts and transactions.
- Improved and implemented customer risk rating criteria with KYC management and procedure for both consumer and corporate customer.
- Assisted in the handling of informational requests submitted under the USA Patriot Act.

- **HCL technologies**
KYC,AML, transaction monitoring Analyst

24 June 2022 - March 2024

Associate KYC Analyst at HCL technologies, CT Successfully completed over 500 Know Your Customer (KYC) reviews within the first year, exceeding the team's annual target by 20% and contributing to HCL technologies compliance with anti-money laundering regulations.

- Evaluate and monitor transactional activity to assess potential suspicious activity.
- Verify the identity of clients to understand the nature and purpose of their relationship with the financial institution for the purposes of performing Know your Customer (KYC) Procedures.
- Interpret and implement client-operating policies regarding financial data.
- Identify data anomalies and red flags for money laundering, terrorist financing, fraud, sanctions violations, and escalate for second level review.
- Adhere to all designated timeframes and procedures to ensure on time and accurate completion of work.
- Submit written work product for review by AML quality control teams, make the requested adjustments as necessary, and apply the feedback going forward.
- Meet production and quality standards for completing assignments.

- Work and contribute in a team-oriented and collaborative environment.
- Adhere to and comply with all applicable, federal and state laws, regulations and guidance, including those related to Anti-Money Laundering, as well as adhering to company policies and procedures and client requirements.
- **HDB financial services** July 21 - June 2022
Finance sales officer

HDB Financial Services: Consumer Durable Loan Finance Sales Officer. Managed consumer durable loan finance sales at HDB Financial Services, India. Developed successful customer relationships and created innovative solutions to improve sales. Played an essential role in achieving the company's revenue goals.

Education

Course / Degree	School / University	Grade / Score	Year
Higher secondary school	S.A.B.H.S. School	78%	2015
Intermediate	Almighty Montessori School	77%	2017
Bcom	Siddharth University	64.5%	2021
Master of business administration	Indira Gandhi National open University	B	2025

Skills

- Compliance Software: Actimize, LexisNexis, WorldCheck, Google search, Interact, Internal Support System (ISS), Management of Case (MOC), Image View, Content navigator. Regulatory Frameworks: FATCA, KYC, AML, Transaction Monitoring, FIU, FATF Data Management: Excel (Advanced), Ms word, Ms office.