VAISHALI SINGH

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PROFESSIONAL SUMMARY

Experienced AML Analyst with 6+ years in financial crime prevention, specializing in transaction monitoring, risk assessment, and regulatory compliance. Proven expertise in investigating suspicious activity, particularly within the cryptocurrency sector, and collaborating with internal teams and regulators to ensure strict adherence to AML policies.

SKILLS

- Risk Analysis
- Risk Management
- Salesforce
- Customer Lifecycle Management
- Due Diligence
- Tracer
- IHS Markit
- ROS

- Business Transaction Management
- Blockchain
- Client Onboarding
- Anti Money Laundering
- Customer Relationship Management
- HummingBird Admin
- GWIS

WORK HISTORY

Business Analyst, 06/2024 - Current

Genpact – Gurugram

- Conducting Enhanced Due Diligence and performing comprehensive anti-money laundering (AML) and know-your-customer (KYC) checks for new and existing clients, ensuring compliance with regulatory requirements and internal policies.
- Evaluating client profiles and transaction patterns to identify potential risks, and assessing the need for enhanced scrutiny or further investigation.
- Assessing KYC/CDD documents for entities (corporations and individuals) and requesting additional information as needed per policy and jurisdiction.
- Managing and evaluating negative media alerts from client screenings, and escalating issues as needed.
- Actively monitored user crypto transactions to identify purchasing and sending patterns, ensuring transactions were directed to low, medium, or high-risk wallets.
- Conducted thorough analysis of transactions to detect potential involvement in money laundering

activities and provided detailed reports to management.

- Became the Subject Matter Expert (SME) for the team, providing guidance, training, and support to fellow agents on complex cases.
- Developed high-quality documentation to support training efforts, employees fully understand new systems and procedures.
- Actively improved team performance by offering actionable insights, resolving escalated issues, and fostering a collaborative environment.
- Led regular review sessions to improve efficiency and maintain high standards of accuracy in transaction monitoring.
- Operational Excellence: Documenting Findings, Meeting Service Level Agreements, Quality Checks, Process Adherence.
- Working on Data Analysis, Risk Mitigations with transaction analysis of compliance reports.

Risk Analyst, 07/2022 - 06/2024
HSBC – Hyderabad

- Conducting Due Diligence (CDD), Enhanced Due Diligence (EDD) and Know Your Customer (KYC) research for clients as part of the businesswide Anti-Money Laundering (AML) Compliance remediation process.
- Working on CRS and FATCA remediation.
- Complete KYC onboarding for new and pre-existing customers by reviewing client documentation, vendor databases, and data entered into proprietary.
- Analyzing Client's data, documentation and negative news in order to determine Client Risk by utilizing a variety of independent research sources.
- The ongoing updates, the monitoring of client's static data and related KYC client's activity and account closures in addition to the due diligence checks that may require for any sort of situation depending on the risk level.
- Deriving tax residency for New to Bank (NTB) and (ETB) Existing to Bank customers based on Account Opening Form and CRS Form.

Customer Experience Executive, 05/2019 - 07/2022
HDFC Bank Ltd – Lucknow

- Answering any financial and banking related queries and providing advice on investments.
- Verifying customer data to detect and identify any financial frauds.
- Responsible to process inward and outward remittance and processing of KYC/AML.
- Responsible for preparation and processing of Bank Guarantee.

EDUCATION

Executive MBA: 12/2022
IIM - Lucknow

Master of Business Administration: 05/2019

University of Lucknow - Lucknow

PG: 05/2017

National PG College - Lucknow

05/2014

Lucknow public school - Lucknow

LANGUAGES

English

PROFESSIONAL CONTRIBUTIONS

- Knowledge Transfer- Delivered knowledge transfer sessions, transferring essential knowledge to ensure continuity and enhancing team expertise.
- Work Allocation - Managed and distributed tasks among team members based on workload and expertise, optimizing resource utilization and project efficiency.
- Day-End Reporting - Compiled and submitted daily reports summarizing activities, progress, and Key performance metrics, supporting management oversight and informed decision-making.