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## BHAWNA PASSI

FINANCIAL CRIME- SANCTION SCREENING  
AML COMPLIANCE UNIT

## EXPERIENCE

### GENPACT INDIA PRIVATE LIMITED, GURUGRAM

Designation: Process Developer

Duration: March 2022 – March 2025

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## CONTACT

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## PROFILE

I have 6 years' experience in Risk Analysis and AML compliance.

I specialize in conducting Enhanced Due Diligence (EDD), Client Due Diligence (CDD) and Sanction screening. I am proficient in risk assessment and filing Suspicious Activity Reports (SARs), I possess strong understanding of OFAC rules and regulations for effective anti-money laundering (AML) measures, ensuring robust compliance and fraud prevention.

### Professional Skills:

- Proficient in AML regulations and compliance procedures
- Knowledgeable in using various AML software and tools like World Check.
- Excellent communication and report writing abilities.
- Attention to detail and ability to work effectively under pressure.
- SWIFT (MT & MX)

### ROLES AND RESPONSIBILITIES:

- Working with Australian bank FCFP (Sanctions screening).
- Part of financial crime compliance and working in SWIFT payment screening.
- Performing Enhanced Due Diligence, Client Due Diligence to identify risk involved in payments.
- Responsible for Identifying Red Flags and escalating STR including HRJ for further action.
- Identify, investigate, and document reports of unusual or suspicious activities.
- Reviewed and analysed customer transactions and account activity to detect irregularities and compliance violations.
- Reviewed and analysed customer transactions and account activity to detect irregularities and compliance violations.
- Prepared and filed Suspicious Activity Reports (SARs) in accordance with regulatory requirements.
- Responsible for reviewing SLA daily and performing R&D for missed SLA and sharing reports with Management.
- Responsible for preparing SOD and EOD reports.
- Responsible for Connecting with the Onshore team through emails and calls for QA disputes and sharing updates with the team.
- Responsible for performing Quality Audits and organizing Quality huddles on a weekly basis.
- Working on different tools including World check.
- Expertise in different Queues like (MT, and MX)- SWIFT, SWIFT AML, and BANKTRADE.

### WEBLINK.IN PVT LTD, KIRTI NAGAR

Designation: Client Relation Executive

Duration: March 2018 – Feb 2022

### ROLES AND RESPONSIBILITIES:

- Conducting due diligence and KYC research for clients.
- Analysing accounts and client information according to internal control policies and procedures.
- Performing ongoing customer due diligence and maintaining/updating AML and KYC records for existing clients.
- Identify, investigate, and document reports of unusual or suspicious activities.

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## Technical skills

### Computer Skills:

- MS excels.
- MS word
- power point
- Tally 9.0

### AML Software and Tools:

- World Check
- Net Reveal
- Finacle
- Service Online,

### Other Skills:

- Team Management
- Sanction Screening
- Customer Due Diligence
- Enhanced due diligence.
- AML, Fraud Preventions
- SAR Filing

- Identifying and escalating suspicious or unusual matters for further investigation.

## EDUCATION

QUALIFICATION	SCHOOL/UNIVERSITY
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Graduation in 2017	University Of Delhi
Senior Secondary in 2014	RPVV NO 1, CBSE-DELHI
High School in 2012	RPVV NO 1, CBSE-DELHI

## PROFESSIONAL/TECHNICAL QUALIFICATION

- One year Diploma in Computer Application (DCA)
- Diploma in Financial Computer Accounting 2016.

## AWARDS

- Silver award by onshore client (Genpact) for FY 2022-23
- Talent Hunt Fest Ist Position for years 2022 and 2023
- Best of Best Employee Award FY 2023-24
- Arjuna Award FY 2023-24