

SUMMARY

Skilled AML/KYC Analyst with experience in identifying and mitigating risks associated with money laundering and financial crimes. Strengths include thorough knowledge of regulatory compliance, strong analytical skills, and the ability to effectively manage complex tasks. Committed to upholding anti-money laundering standards through diligent analysis and keen attention to detail.

SOFT SKILLS

- AML & KYC
- CDD & EDD
- Sanctions & PEP Screening
- Red Flags identification
- Client and Stakeholder Management
- Understanding of AML/KYC regulations and procedures
- Operating on tools like Worldcheck, Smart Search, Salesforce, Capforce, Compliance Catalyst, Credit Safe, Jumio, Zendesk, and Slack
- Drafting Due Diligence Reports
- Filing Suspicious Activity Reports (SARs)
- Customer Identification Program (CIP)
- Customer identification verification (CIV)
- Drafting and submission of Due Diligence Reports (DDR)

WORK EXPERIENCE

AML & KYC Analyst / JLL - Gurugram, India

05/2023 - Current

- Periodic review of JLL's clients by performing AML checks liaising with relevant business and local legal & compliance counterparties
- Identification of ultimate beneficial owners followed by conducting screening operations with a documented audit trail for all KYC/Sanction match resolutions
- Escalating potential true matches to appropriate parties within JLL, according to sanction screening escalation procedures for further investigation and resolution
- Reviewing and resolving false positives from automated daily ongoing screening
- Extracting information from open searches and company registry and conducting verification of ownership structure of the company
- Providing mentorship and buddy up training to new AML/KYC team members
- Allocation of cases to AML/KYC analysts team and communication of requirements to business teams to ensure successful completion of AML compliance checks
- Collaborating closely with Stakeholders for AML processes specific to Germany, UK and India.

Associate Analyst -II / AML RightSource - New Delhi, India

11/2021 - 02/2023

- Identification of corporate type such as Personal Investment Vehicle (PIV), Partnership firms, trusts and public and private corporations and verification of their Ultimate Beneficial Ownerships (UBO)
- Conducting KYC by developing a well-defined Customer Identification Program (CIP) including personal information like name, IDs, address, source of wealth from corporates and UBOs
- Performing customer identification verification (CIV) of data with independent software and external sources
- Drafting and submission of Due Diligence Reports (DDR) on customers after thorough investigation and research and addressing red flags, if any
- Working closely with the client to ensure smooth passage for the onboarding of corporates
- Respond to email communication in a professional and timely manner
- Provide peer support, including project specific training and onboarding.

EDUCATIONAL QUALIFICATION

B.Tech (CE) Lingaya's University - Faridabad, Haryana GPA: 73.05	01/2015
XII, CBSE Columbia Foundation School - New Delhi Percentage: 79.4	01/2011
X, CBSE Columbia Foundation School - New Delhi Percentage: 79.2	01/2009

KEY LEARNINGS & ACHIEVEMENTS

- Understanding of AML/KYC regulations and procedures in various jurisdictions, including the US, UK, Belgium, Germany, Luxembourg, Netherlands, India, and Ireland.
 - Possess in-depth knowledge of different entity types such as LLPs, LPs, PLCs, trusts, foundations, and partnership firms, facilitating effective client due diligence.
 - Maintained data accuracy and ensured daily production goals were met through meticulous attention to detail and efficient workflow management.
 - Knowledge of BSA/AML compliance program under USA PATRIOT ACT section 311.
 - Working with international cryptocurrency exchange and blockchain company as associates and familiarizing terminologies like Helium mining and Node operations.
 - Promoted from Associate Analyst-I to Associate Analyst-II during the mid-year performance review of the company.
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LANGUAGE PROFICIENCY

Bengali: First Language	
English:	Hindi:
<div><div></div><div>Proficient (C2)</div></div>	<div><div></div><div>Proficient (C2)</div></div>