

# CURRICULUM VITAE

## **SWATI KUMARI**

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Language Known: English & Hindi

## **PROFESSIONAL OVERVIEW**

KYC AML Professional with experience in client verification, regulatory compliance, and risk mitigation. Proficient in transaction monitoring and maintaining accurate documentation to support audit requirement.

## **WORK EXPERIENCE**

**Genpact |** location-Noida Sec59, Process Associate – KYC AML (April 2025-Present)

- Monitoring transactions to detect and report and suspicious activities.
- Verified client identity documents to ensure compliance with KYC AML regulations.
- Maintained accurate records and documentation in compliance with regulatory standards and assist in preparation of reports.

## **EDUCATION**

- HIGH SCHOOL PASSED FROM CBSE IN 2019
- INTERMEDIATE PASSED FROM CBSE IN 2021
- B.COM FROM UNIVERSITY OF DELHI IN 2024

## **PROFESSIONAL COURSE**

- DIPLOMA IN INFORMATION TECHNOLOGY (DIT)

(Includes Computer Programming, Network Administration, System Analysis, Software Development, Database Management, Cybersecurity).

## **SKILLS**

- KYC (Know Your Customer) Compliance
- AML (Anti-Money Laundering) Procedures
- Customer Due Diligence (CDD)
- Email Management
- MS-OFFICE
- Risk Assessment
- Data Entry & Record Management
- MS Excel & Data Handling
- Communication & Collaboration
- Problem Solving

## **DECLARATION**

I hereby declare that all the information given above is true in my knowledge.

Date: ...../...../.....

Place: .....

**(SWATI KUMARI )**