



## Contact

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## Education

2022  
**MASTER OF ARTS IN ECONOMICS**  
Madras Christian College

2020  
**BACHELOR OF ARTS IN ECONOMICS**  
Baselius College, Kottayam  
MG University, Kerala

## Expertise

- Compliance
- Customer Due Diligence
- Enhanced Due Diligence
- Transaction Monitoring
- Regulatory Compliance
- SAR Filing
- Team Management
- Time Management
- Google Sheets
- Tally ERP9
- Microsoft Office

## Certifications

- Advance Diploma in Logistics and Supply Chain Management (CCEK)
- Certification in Tally ERP9

## Language

English  
Malayalam  
Tamil (Conversational)

## Reference

Srijeeth H Nair  
Manager  
Guidehouse India Private Limited  
Phone: +91 9847701369

# Dilin Saji

## Senior Process Associate

Dedicated and detail-oriented AML professional with over 3 years of experience in Anti-Money Laundering, Transaction Monitoring, and Compliance Operations. Successfully served as Quality Control Lead for a high-performing team of 15 analysts, overseeing end-to-end reviews and ensuring adherence to regulatory standards and internal quality benchmarks. Proven ability to detect and escalate suspicious activities, streamline monitoring processes, and enhance the overall effectiveness of compliance frameworks. Strong analytical mindset, excellent leadership skills, and a commitment to delivering operational excellence in dynamic, high-stakes environments.

## Experience

### July 2022 - Present

**Guidehouse India Private Limited | Chennai | Global Investigations and Compliance**

#### Senior Process Associate (May 2024 - Present)

- **Quality Control - Team Lead for Transaction Monitoring process.**
- Lead a team of 15 Quality Control Analysts in the Transaction Monitoring process, ensuring consistent delivery of high-quality audits across the function.
- Drive compliance and accuracy by reviewing QC audits, identifying trends, and coaching analysts on best practices and performance improvement areas.
- Conduct regular feedback sessions and one-on-one coaching to enhance individual analyst capabilities and reinforce process adherence.
- Act as the primary point of contact for process updates; ensure timely communication and alignment with changing client policies and regulatory guidelines.
- Prioritize and audit high-risk or outlier cases to maintain accuracy and integrity in AML compliance efforts.
- Collaborate cross-functionally with Operations and Training teams to resolve quality gaps and implement process enhancements.
- Monitor team performance metrics, track error trends, and contribute to maintaining overall project quality above set benchmarks.
- Expertise in Transaction Monitoring in the cryptocurrency domain to detect and prevent potentially fraudulent or suspicious activities

#### Process Associate (Nov 2023 - Apr 2024)

- Familiar with Enhanced Due Diligence, Periodic Review, and Risk Review of high-priority institutional customers.
- Managed queue of alerted cases and escalations for risk review that included interactions with OFAC, Child Exploitation, as well as various AML scenarios, screenings and high-risk IP address investigations.
- Exposure in SAR filing in various government portals.
- Assisted team members in dealing with high-priority cases and uncommon scenarios.
- Provided training to team members internally.
- Assisted managers in doing non-process related work force management duties

#### Junior Process Associate (Jul 2022 - Oct 2023)

- Performed Quality Control audits for alerted events that involved money laundering activities and other risks.
- Proficient in Consumer Due Diligence and Anti-Money Laundering and Compliance procedures.
- Familiar with Cryptocurrency Investigation support focused on identifying the attempts to obfuscate the flow of funds for purposes of money laundering and fraud activities.
- Performed PEP and Sanctions Risk Screening on the client data base.

## Career Highlights

- Secured **Guidehouse Gem Award** in three quarters consecutively.
- Handles a team of 15 Quality Control Analysts on the client side.
- Meet targets and SLA's in a timely manner.

## Projects

- Analysis of Queuing Model and Customer waiting time with the application of Queuing Theory in Restaurant Management System - 2022
- Growth of Chit Funds in Kerala : Special Emphasis on KSFE - 2020