

Sonikhyroon Shaik

Process Associate

Dedicated AML/KYC Associate with experience in CDD/EDD reviews, AML/KYC compliance, and investigation of suspicious transactions. Skilled in transaction monitoring, SAR reporting, and regulatory adherence. Proficient in MS Excel streamline KYC processes, with strong reporting and stakeholder collaboration skills.

✉ khyroonsoni@gmail.com

☎ 7794945639

📍 HYDERABAD, India

🌐 [linkedin.com/in/sssss-s-149b32240?lipi](https://www.linkedin.com/in/sssss-s-149b32240?lipi)

WORK EXPERIENCE

Process Associate

Genpact India Pvt Ltd

05/2025 - 11/2025

Hyderabad

Achievements/Tasks

- Performed customer identification and verification (CIP) to accurately onboard individuals and entities in compliance with AML and KYC regulatory requirements.
- Investigated suspicious transactions and customer behavior, documenting findings and recommending appropriate risk mitigation actions.
- Identified and escalated suspicious activities in accordance with internal procedures and regulatory expectations, supporting SAR/STR preparation when required.
- Executed Customer Due Diligence (CDD) and Enhanced Due Diligence (EDD) reviews for new and existing customers in line with internal policies and global AML/KYC standards.
- Stayed current with evolving AML, KYC, CTF, and sanctions regulations, regulatory guidance, and industry best practices.

EDUCATION

Electronics and Communication Engineering with 7.2 CGPA

JNTUK University

06/2018 - 06/2022

Guntur

SKILLS

MS EXCEL

POWER BI

SQL

PYTHON

RISK ANALYSIS

EDD

CDD

REPORTING

SAR

AML

KYC

SUSPICIOUS TRANSACTION REPORTING

CERTIFICATIONS

Anti Money Laundering (AML) and KYC Concepts by Infosys Spring Board

Microsoft 365 Mobility & Security: Data Governance issued by Infosys Spring Board

Risk Analysis - How to Analyse Corporate Risks by Infosys Spring Board

ACHIEVEMENTS

Compliance Effectiveness

Executed CDD and EDD reviews in line with AML/KYC regulations, ensuring accurate risk assessment and strengthening overall compliance adherence.

Risk Detection & Mitigation

Identified and escalated suspicious transactions through effective transaction monitoring and investigations, contributing to reduced financial crime exposure.

LANGUAGES

English

Full Professional Proficiency

Telugu

Native or Bilingual Proficiency

INTERESTS

Technology Enthusiast

Video Editing

Continuous Learner