**ABDUL SALEEM**

36-45-10, Ashoka Nagar, Kancharapalem, Visakhapatnam – 530 008.

Cell:#9885375265 abdulsalim93@gmail.com

**Title:** Dedicated committed & ambitious professional with 11 years of rich experience in banking & financial services, KYC, Compliance, business development.

**Career Objective:** An experienced financial professional with a successful career managing risk, performing due diligence, leading projects and handling time-sensitive, complex transactions.

**Certifications:** 1. Certificate of recognition in FCC and RC Operations (Team Customer Screening).2 Certificate in HSBC Anti Money Laundering. 3. Won several top process performer awards and team of Quarter awards.

**SKILLS**

* Promotes and encourages teamwork Demonstrates integrity and authenticity
* Manages relationships and expectations Communicates and relates effectively
* Fosters an inclusive work environment Think and solves problems creatively
* Excellent work ethic Strong problem-solving capabilities

**WORK HISTORY**

**Senior Team Member of Compliance Operations (June 2018 - Present)**

**J.P.Morgan Services India Pvt.Ltd**

* Verifies all aspects of Client Identification Program (CIP) and necessary account opening documents are provided and in accordance with know Your Customer (KYC), USA Patriot Act and Bank Secrecy Act (BSA) Standards.
* Performs checks on all employees, consultants, vendors, contractors and third party advisers against World Check Risk Screen, FinCEN list, and OFAC Specially Designated Nationals List (SDN) and Blocked Persons list.
* Ensures final reports comprehensive, compliant and suitable for use in the client on- boarding decision-making processes
* Oversees the training of new employees in various lines of business.

**AML Senior Investigator TM Level 2 Associate Transaction Monitoring (January 2017**

**HSBC Bank, India - May 2018)**

* Reviewed system generated alerts to determine if unusual account activity is present or further research is required and document result in written format.
* Performed research through transaction system, online public and subscription-based resources and internal contacts.
* Analyze transactions to determine indication of Money Laundering, Terrorist Financing or other suspicious activity.
* Further detail review of TMU Level 1 escalation of suspicious cases and take decision for closure or recommending STR.
* Write Suspicious Activity Report (SARs) in accordance with regulations and time limitations.

**AML Analyst Financial Crime Compliance (December 2015 December–2016)**

**HSBC Bank, India**

* Investigate and assess alerts for potential money laundering risks in the Bank..
* Ensure efficient identification and monitoring of suspicious activities and transactions
* Analyzing extensive accounting statements to detect any patterns or trends that present illegal activities or frauds.
* Performed timely verification of suspicious transactions and took immediate action..
* Made SAR/no SAR decisions after investigating possible suspicious financial activity.,
* Prepared supporting documentation for specific SARs as requested by various law enforcement agencies via subpoena.
* Consulted with senior team members and drafted SAR narratives detailing the suspicious activity and transactions of client accounts.
* Update KYC profiles in accordance with the HSBC Global Standards, which includes completion of CDD (Customer Due Diligence) template, undertaking due diligence and obtaining documents as required from the client / Relationship Manager (RM).
* Performed monitoring activities of regulatory requirements of government bodies like UK, US, UAE and CANADA.
* As an AML subject matter expert (SME) provide guidance to employees on appropriate remediation action for high risk accounts.
* Raising and responding to RFI’s (Request for Information) on time and taking action accordingly.
* Performed regular KYC checks.

**Compliance Executive Financial Crime Compliance (November 2012- November**

**HSBC Bank, India - 2015)**

* Conduct Client Screening & Sanctions Screening and research on existing/prospective clients using HSBC Bank’s approved tools (Norkom, World check & Lexis Nexis).
* Skilfully review all MasterCard transaction files; and perform first level SCDM reviews for client transactions (using Norkom and World Check software).
* Compared clients’ data from US SCDM, UK SCDM with world check list.
* Performed Sanctions screening and PEPs identification. Reviewed potential negative news hits across Global Client Management divisions.
* Performed enhanced due diligence for high-risk customers and suggested account restrictions/closures based on risk to the institution

**Compliance Executive Financial Crime Compliance (December 2009– October**

 **HSBC Bank, India - 2012)**

* Reviewed AGM (Attorney General Monitoring) queues and maintained and updated AGM database.
* Drafted procedures for 18+ reviews and authored a manual for procedural updates.
* Monitored client transaction files as per CPP requirements.
* Assisted in PEP special project, clearing backlog of more than six months.
* Appointed as audit marshal, ensuring team member’s activities are in line with internal controls and compliance requirements.

**Audit Executive Financial Crime Compliance (May 2007– November -2009)**

**HSBC Bank, India**

* Reviewed mortgage loan accounts undertook operational audits for consumer lending/mortgage per federal laws and regulations, and computed refundable amounts.
* Worked with SLA (State Legacy Audit) team for review of Mortgage loan of customers.
* Assisted in clearance of AGM backlog.

**EDUCATION**

Andhra University

India

Master of Commerce – Banking

Andhra University

India

Bachelor of Commerce – Accountancy

**COMPETENCIES**

Team Management

Financial Service Professional

Anti Money Laundering

Client on-boarding

Bank Secrecy Act (BSA)

Customer Due Diligence (CDD)

Enhanced Due Diligence (EDD)

Know your Customer (KYC)

Office of Foreign Asset Control (OFAC)

SARs draft writing

Lexis-Nexis

Norkom

Customer Activity Monitoring Program (CAMP)

 **PERSONAL DETAILS**

Date of Birth : 04-Jan-1971

Languages Spoken : English, Hindi, Telugu and Urdu