

Career summary

Experienced Anti Money Laundering Officer with a demonstrated history of working in the financial services industry, effectively managing and mitigating financial risks. Skilled in multiple products for AML/CTF, KYC/EDD/CDD, Financial Crime, Sanctions, Transaction monitoring, Periodic review (corporates and individuals), PEP, SAR, Risk Assessment and Corporate On boarding. Proven track record of implementing and maintaining robust compliance programs to ensure adherence to regulatory requirements and industry best practices. Expertise in conducting thorough investigations, analyzing complex financial transactions, and identifying potential instances of fraud, money laundering, and terrorist financing. Adept at developing and delivering comprehensive training programs to educate staff on compliance policies and procedures. Strong ability to collaborate with cross-functional teams and provide strategic guidance to department. Committed to upholding the highest ethical standards and promoting a culture of compliance within organizations.

Work experience

Branch Compliance Officer / Shift In-Charge (Third-in-Charge) at Alansari Exchange LLC / Dubai, UAE 07/2021 – present

Roles and Responsibilities:

- Review client transactions, conduct initial analysis and identify suspicious activity as well as escalate cases for further review.
- Actively participate in the annual AML risk assessment by testing adherence to the AML policy and procedures by the lines of businesses (LOB).
- Research entities and/or individuals using both public domain and database search services and Adept at developing and delivering comprehensive training programs to educate staff on compliance policies and procedures.
- Work effectively with multiple complex data sources and/or technical analytical tools/resources to identify potentially unusual or suspicious activity as defined by AML regulations, and industry best practices for AML analysis.
- Maintain regular contact with branch personnel to obtain necessary information about customers and account activity.
- Help with the design and development of monitoring reports and assist management with testing enhancements to the monitoring program.
- Monitor and assist with the development of risk appetite metrics and other key risk and performance indicators specific to the QA function. Execution and implementation of the regulations issued by the Central Bank of the UAE and Al Ansari Anti-Money Laundering policy & procedures in the branch and Weekly compliance report maintenance and reporting to country AML compliance department.
- Process both international and domestic money transfers, ensuring each transaction complies with applicable AML and CDD procedures.
- Conduct KYC and customer due diligence (CDD) during on-boarding and transactions, ensuring strict adherence to Central Bank of UAE regulations.
- Review and monitor daily remittances and foreign currency transactions for suspicious activities or red flags.
- Ensure timely reporting of suspicious transactions (STRs) and coordinate with the central compliance team for further investigation.

Head Accountant at 4M Trading & Logistics| Cairo, Egypt 06/2019 – 06/2021

Roles and Responsibilities:

- Record, classify and summarize accounting transactions to compile various documents and verify their accuracy.
- Assemble documents for computer input of itemized charges, account numbers, and total costs and authorize payments in accordance with established procedures.
- Post journal entries accurately to tally balance sheets.
- Maintain records through filing, retrieval, retention, storage, compilation, coding, and updating.
- Respond to inquiries to locate and resolve discrepancies.
- Compute figures to determine balance, differences, adjustments, reviewing, and totals to reconcile all transactions at the end of each day.
- Effectively and efficiently, manage the company's petty cash operations through proper inspection and payments of bills, receipts, cash count, and prepare monthly payroll by checking attendance.
- Check & Book expenses, prepare monthly account reconciliations, examine supplier invoices for accuracy, and issue cheques in time for accurate allocation of payments against invoices.

EDUCATION AND QUALIFICATIONS

- Bachelor of Business Administration New Cairo Academy – Consumer Behavior (2016-2019)

Certifications

- **ACAMS** (Certified Anti Money Laundering Specialist).
- Certificate of Attendance "**AML Regulations of various Jurisdictions**"
- Certificate of Attendance "**Alert/ Case Investigation - A Walkthrough using Microsoft Excel**"
- Certificate of Attendance "**Behavioral Detection Run**"

IT Proficiency

- Microsoft Office (Word, PowerPoint & Excel)
- Tally, ERP, Peachtree and SAP Basis
- Microsoft Outlook and Microsoft Windows
- SAP (Basic) and Emailing

Soft Skills

- Excellent attention to detail
- Strong Analytical and Problem-Solving Skills
- Advanced Report Writing and Documentation Skills
- Effective Team Collaboration and Leadership Abilities
- Committed to Continuous Learning and Professional Development
- Exceptional Communication and Reporting Skills
- Strong Interpersonal and Professional Relationship-Building Skills

Language

- **Arabic:** Native
- **English:** Fluent (Written & Spoken)

PERSONAL INFORMATION:

- Birthdate: 07/06/1995
- Marital Status: Single
- UAE Driving License + Own Vehicle
- 5 years of Experience in the UAE