



KYC Associate

Jay Pawar

Professional summary

A highly motivated and diligent KYC Associate with 2 years of experience in the banking industry. Possessing a strong understanding of AML/KYC regulations and compliance procedures, I have consistently met and exceeded expectations in my role.

Experience

KYC Onboarding Associate

October 2023 - Now

Wipro - Client Rand Merchant Bank / India, Mumbai

Associated with Wipro as KYC Onboarding Associate for their client Rand Merchant Bank. During my time at this role, gained valuable experience in performing thorough customer due diligence and ensuring compliance with regulatory requirement.

- Complete KYC On Boarding for new and pre-existing customer (End to End KYC) by reviewing client documentation, databases, and data entered into systems.
- Worked on several types of entities (eg. Private, Public, SPV, Government, Closed Corporation, Trust, Partnership, Funds, Money Service Business). Also worked on Bank Entities and branch accounts.
- Performing data quality review of Workstation KYCs for completeness, including ensuring all appropriate information is contained in the KYC to meet all regulatory, legal, bank and audit requirements.
- Carried out Onboardings/Reviews on the basis of Risk Ratings of the Clients. Analyze Client data, documentation and negative news in order to determine Client Risk Profile as established under the KYC Procedures.
- Conducted screenings through World-Check (Actimize On Demand) to identify Politically Exposed Persons (PEPs), Adverse Media, Sanctions and Embargoes and heightened risk individuals and organizations.
- Also managing Maintenance Activities responsible for updating the changes in Complaint profile without hampering the ongoing deals and transaction of the client.
- Contributed to risk mitigation efforts through careful analysis of potential threats to operations.
- Conducted training sessions to ensure agents and QAs were well-versed with regulatory changes. Contributed to operational excellence by staying updated on client tools and attending relevant trainings.
- Conducted rigorous Internal QA's / 4-eye checks, ensuring stringent regulatory compliance and accuracy in customer due diligence.
- Identified common issues, recommended changes, and documented problem-solving strategies.
- Gained a deep understanding of management expectations, periodically offering valuable insight and ideas to process improvement.
- Demonstrated proficiency in client tools for effective case logging, tracking, and allocations.
- Achievements. Client Appreciation - Successfully worked on OYA Energy Project. Stack Ranker - Successfully achieving 91% of productivity. Rewards and Recognition - Top Performer.

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Links

in jay-pawar-567b98250

Courses

End to End AML KYC (Anti-Money Laundering and KYC)

2024

Udemy

Education

Master of Commerce - Specialization in Accounting and Finance

2020 - 2022

Hinduja College of Commerce

India, Mumbai

9.94 CGPI

Bachelor of Commerce

2017 - 2020

Bhavans College of Commerce

India, Mumbai

8.70 CGPA

Bachelor of Commerce

2016 - 2017

HSC

India, Mumbai

81.69 %

Skills

Due Diligence



KYC/AML



Communication



Interpersonal Skills



KYC Analyst

October 2022 - September 2023

Scymes Services Pvt Ltd (Deutsche Bank) / India, Mumbai

As a KYC Analyst at Scymes Services Pvt Ltd (Deutsche Bank) in India from October 2022 to September 2023, I was responsible for conducting thorough and accurate Know Your Customer (KYC) reviews for new existing clients. This role required strong attention to detail, excellent communication skills, and the ability to work efficiently under strict deadlines.

- Verification of the Client data, performing due diligence checks on the Clients, reviewing KYC documentation performing the risk assessment of the Client, liaising with the Business/Compliance, advising on KYC requirements and signing off on new client adoptions.Client Life Cycle Management
- End to End KYC performed with UK and US Local Addendums.
- Actively contributed to training and coaching initiatives, elevating awareness and proficiency in KYC methodology across the KYC Team.
- Skillfully harnessed the power of research tools, such as Bloomberg, Dun & Bradstreet, World Check, Lexis Nexis, and company registries, to gather invaluable insights.
- Worked on New Product Extensions with completing all the Product Regulators eg. CSCR, Dodd-Frank, Fatca CRS.
- Analyzing risk and compliance issues of new product proposals
- Reviewing and assessing documentation regarding potential new clients.

Self Declaration

I confirm that the information provided is accurate and can be verified.

Accounting	◆◆◆◆◆
Advance Excel	◆◆◆◆◆
Observatory Skills	◆◆◆◆◆
Teamwork	◆◆◆◆◆

Hobbies

- ◆ Swimming
- ◆ Cricket
- ◆ Cycling and Gym
- ◆ Bike riding

Languages

- ◆ English
- ◆ Marathi
- ◆ Hindi

Personal info

- ◆ Date of birth: 12 December 1999
- ◆ Place of birth: Mumbai
- ◆ Nationality: Indian