

# YI TONG SHAWN KOH

SINGAPORE, PASIR RIS

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## Professional Summary

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Highly motivated individual who is seeking a career in the AML/KYC Compliance field. I'm always willing to learn new skills and expand my knowledge while also giving my best to my employer.

## Skills

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- Disciplined
- Good team player
- Responsible individual
- Attention to detail
- Good communication skills
- Proficient in MS Office
- Well versed in English and Mandarin.

## Work History

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**02/2017 to Risk & Regulatory Execution – CDD Assurance**

**05/2017 UBS AG, Wealth Management - Singapore**

*(Contract end date)*

- Preparation of Periodic KYC Review (PKR) activities, e.g. review documents and preparation of the communication pack to Client Advisors.
- Reviewing of client profile, customer due diligence data/documents, ensuring that proper remediation actions are taken for any findings or issues.
- Perform day to day screening using DOWJONES Watchlist and FACTIVA search for any adverse related news on individuals and legal entities.
- Always keeping in line with new KYC developments and implementing of new processes to improve workflow.
- Working with tight deadlines while ensuring the completeness, quality and consistency in CDD standards in accordance to the prevailing requirements.

**08/2016 to KYC Bank Officer – Sector AML, Commercial Banking**

**01/2017 United Overseas Bank – Singapore**

- Perform periodic KYC reviews on existing moderate and high risk corporate customers.
- Review and check for completeness of CDD information with RMs and supporting documents before submitting the case for approval.
- Ensure that adverse news are assessed accordingly and escalated through proper channels.
- Daily use of Thomson Reuters World-Check One for screening on individuals and legal entities.

**03/2016 to 06/2016      Personal Financial Consultant – Consumer Financial Services  
Overseas Chinese Banking Corporation – Singapore**

- Perform account opening for retail walk in customers.
- Conduct pre-screening AML and internal bank watch list checks before on boarding customers.
- Providing account servicing for customers such as credit card applications, account closure and mortgage related enquiries.
- Financial planning and wealth management through the sale of treasury, unit trust and bancassurance products.

**12/2011 to 03/2012      Internship – Group T&O - Cheque & GIRO  
DBS Bank – Singapore**

- Printing of daily GLINK reconciliation reports and sorting out approved and rejected GIRO applications thereafter.
- Filing, scanning, mailing and photocopying of documents.
- Other ad-hoc tasks on daily basis.

## **Education**

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**2016              Bachelor of Commerce, Banking & Finance (Double Major)**

- **Murdoch University** – Perth, Western Australia

**2012              Diploma in Financial Informatics, Finance & I.T**

- **Singapore Polytechnic** – Singapore

**2008              GCE “O” Levels**

- **Coral Secondary School** - Singapore