*PERSONAL DETAILS*

D.O.B 12 Aug 1987

Languages: English & Mandarin

Address: 2 Taman Serasi #08-08 Singapore 257718

Tel: +65 9759 2391 (Mobile – Singapore)

E-Mail: joseph.ng.yq@hotmail.com

*EDUCATION & TRAINING*

2012 – 2013 Bachelor of Commerce, Double Majors in Banking and Finance,

Curtin University

2011 – 2012 Bachelor of Business (Banking and Finance)

Monash University

2004 – 2007 Diploma in Business Administration

Singapore Polytechnic

*EDUCATIONAL AWARDS & ACHIEVEMENTS*

2012 Monash University's Certificate of Achievement - Top student in Data Analysis for Business module

2007 Singapore Polytechnic Award of Recognition - Best performer in Report Writing & Presentation Skills module

*EXTRA-CURRICULUM ACTIVITIES & INVOLVEMENTS*

2014 ClimbAsia Rock-Climbing Board of Committee

* Elected member of the club's board
* Management and promotion of the club's activities
* Designed and organised marketing campaigns to bolster interest in the sport of rock-climbing

2013 ClimbAsia Representative at Annual National Rock-Climbing Meet

* Competed in the 23 to 30 years old age group category
* Came in 4th out of 16 competitors

*COMPUTER SKILLS*

* Suite of Microsoft Office applications (Word, Excel, Powerpoint, Access, Outlook)
* Compliance/Regulation software and tools (Factiva, Worldcheck, LexisNexis)
* Accounting-centric software (MYOB and SAP GL)
* Customer Relationship Management system (Calypso)

*PROFESSIONAL EXPERIENCE*

May 2016 – Current **Compliance Officer**

**BNP Paribas, Singapore**

* Provide advice and interpretation on specific KYC compliance policies, procedures and topics, considering both the spirit and intent of applicable law.
* Actively involved in drafting and implementing compliance policies relating to AML/CFT and KYC.
* Subject matter expert in AML/CFT and Sanctions regulations.
* Collaborate with Regional Compliance covering KYC to help ensure consistency in interpretation and application of existing and new regulatory requirements.
* Implement and coordinate compliance projects across Singapore and Hong Kong.
* Support management with regulatory exams and Inspection Generale.
* Provide training to Business in terms of regulatory changes and compliance issues.
* Handling a diverse range of client types, from FIs, NBFIs, Corporates and HNWI.
* Team leader for a pod of three.

Nov 2014 – May 2016 **KYC Assistant Manager**

**HSBC Bank, Singapore**

* Providing Business with first-line client due diligence services.
* Subject matter expert in AML/CFT and Sanctions regulations and processes.
* Performing the role of a maker and checker in the onboarding process.
* Handling a diverse range of client types, from FIs to MNCs and LLCs.
* Work closely with Financial Crimes Compliance on complex situations and cases.
* Provide training to Business in terms of regulatory changes and operational issues.
* Managed a team of three contractors.

Nov 2013 – Sept 2014 **Client Onboarding Specialist**

**J.P. Morgan, Singapore**

* Central point of contact to the Front Office and internal stakeholders (KYC, AML, Compliance, Credit, Legal and Middle Office Operations), concerning client onboarding queries and status updates.
* Keeping up to date with the latest regulatory requirements with stringent team-based training and incorporating regulatory changes into the onboarding process.
* Act as the single point of contact for the client by addressing their issues and concerns and providing resolutions to their regulatory queries.
* Understanding the Corporate & Investment Banking client onboarding business flow and providing expert application and support to the front office, clients and internal stakeholders.
* Working hand-in-hand with internal stakeholders and within the onboarding team to support the onboarding of a client within tight timelines.
* Provision of weekly MIS and ad-hoc reporting for the various front offices.
* Participate in key projects for expansion of the role to ensure seamless implementation.

Mar 2013 – Sept 2013 **Research Analyst - Asia**

**Preqin, Singapore**

* Maintaining contact with institutional investors and fund managers on a daily basis for updates and surveys on investment plans and allocations.
* Underwent detailed technical training on the private funds space, including hedge funds, private equity funds, SPVs and private real estate vehicles.
* Composing profiles for online products and publications with information gathered from calls and web research.
* Performing quantitative analysis on LPs/GPs annual reports and financial data, and putting together reports for publications and client data requests using information from proprietary database.

Oct 2010 – May 2011 **Contract Officer – Treasury and Capital Market Operations Division**

**United Overseas Bank, Singapore**

* Liaison for a project team, tasked with the implementation of a new processing system. Organized UATs between the front, middle and back office. Generation of key reports and results of tests.
* Performed timely & accurate cash/trade/position reconciliations of Exchange & Brokers and of leveraged Bullion trades including forwards and swaps.
* In charge of Precious Metals Department month-end reporting to MAS.
* Assisted in management reporting.

*REFERENCES*

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| --- | --- | --- |
| Darren Yap  Assistant Vice-President  HSBC Bank, Singapore  +65 9365 4277 | Marc Tham  Senior Associate  J.P. Morgan, Singapore  +65 9673 3597 | Li Woon  Vice President  J.P. Morgan, Singapore  +65 9694 4618 |