

MOHD YUSNI BIN MOHD MUSA

Highly motivated to serve in achieving goals and objectives by applying precise combination of own fresh ideas, skills, ability and knowledge in resulting excellent outcome



BANK NEGARA MALAYSIA since August 2011

Associate Analyst (Operations), Supervisory Group 15th July 2020 – present

- Review the effectiveness of the Bank's risk management measures, controls and governance processes in addressing the Bank's significant risks.
- Perform reviews of significant activities of the Bank and ascertain the level of residual risk after considering the strength of the operational management and risk management control function of line departments, and appropriately set the audit priority for such activities.
- Assess significant activities of the Bank, in terms of the adequacy of internal controls relative to the risk profile so as to ensure that emerging risks and control deficiencies are identified and addressed effectively, efficiently and timely.
- Conduct audits on significant activities of line departments based on the Risk Based Internal Auditing Framework (RBIAF), that include on site reviews, risk assessments, reporting and monitoring the rectification actions taken by the line departments in addressing audit issues.
- Evaluate the sufficiency of, and adherence with the Bank's policies and procedures, including outsourcing arrangements, and review the effectiveness and efficiency of operations and economic use of resources.
- Evaluate the processes implemented to ensure compliance with laws and regulations.
- Act as Relationship Officer (RO) in respect of line departments and maintain continuous surveillance to keep abreast with changes to business strategies affecting the risk profile or changes to work processes affecting operational controls, to facilitate the identification of emerging risks or control deficiencies and take appropriate and speedy actions to close such gaps.
- Promote a high level of control awareness throughout the Bank and assist in the deterrence of fraud by evaluating the adequacy of internal controls in mitigating fraud risks.

Audit Officer Aug 2011 – July 2020

- To carry out audit of activities to ascertain that internal controls and security measures are adequate, as well as, in accordance with policies and guidelines issued by the Bank.
- Highlight non-compliances, discuss audit observations with the Branch Manager for clarification and provide recommendation, where necessary. Ensure that all non-compliances are immediately rectified.
- Report immediately to the immediate supervisor and/ or Deputy Director/ Director on any significant irregularities, lapses or non-compliances for further follow-up actions.
- Assist in audit conducted on any regional office/ branch/ department in the Bank.
- Carry out other assignments, as and when required by the Department.

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DIPLOMA BUSINESS MANAGEMENT
YEAR 2005



ITTAR COLLEGE
CGPA 3.53, Studied Business Management

SPM YEAR 1997, S.A.P. LIMA
SM PROJEK SEKSYEN 11, SHAH ALAM

- ✓ Central Bank Core Business Knowledge
- ✓ Communication and Presentation Skills
- ✓ Project Management
- ✓ Risk Management
- ✓ Teamwork and Co-operation
- ✓ Self Confidence
- ✓ Customers Relationships
- ✓ Environmental Awareness
- ✓ Drive for Excellence
- ✓ Problem Solving
- ✓ Understand Role of Central Bank
- ✓ Knowledge of Internal Auditing

- Best Team Member (2012)
- Quality Service Award (2013)
- Teamwork Award - Individual (2014)
- Teamwork Award – Individual (2016)
- Teamwork Award – Group : Audit of Automated Cash Centre (2017)
- Knowledge Sharing (2018)
- Quality Service Award (2020)

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AmBank (M) Berhad since Feb 1999

Executive, Property Supervision Unit Apr 2008 - 31 July 2011

- Representative of the Bank in bidding property at court and auction house.
- Assisting in monitoring and administration of landed properties for Loan Rehabilitation Unit with particular emphasis on abandoned buildings.
- Assisting in conducting site visit and attending property auction.
- Conduct property search, land search and assessment search.
- Record details of and follow-up with enquirers and potential buyers before auctions. Whenever possible, to meet potential buyers before auction and take note of their views.
- Arrangement for auction properties- liaise with potential buyers
- Following unsuccessful auction, follow-up with Rehab teams on the next course of action and fresh auction dates.
- Contact and recommend to enquirers and bidders other properties that are up for auction.
- Obtaining Management's approval on the appointment or termination of security guards services.
- Liaising with contractor on fixing defects on properties.
- Liaising with Real Estate Agents on selling properties.
- Liaising with solicitors on preparing relevant documents on selling properties
- Monitoring the defect works on properties.

Senior Clerk, Property Supervision Unit Jan 2006 - Apr 2008

- Preparing monthly reports.
- Following up on court deposits
- General office administration such as mailing, faxing, filing, photostating, typing and bank-in cheque.

Clerk, Loan Rehabilitation Unit Feb 1999 - Dec 2005

- Preparing monthly reports.
- Assisting OIC on amending credit papers, Letter Of Offers, memos and letters.
- Conduct CTOS checking.
- Preparing spreadsheet (WINFAST, LOTUS NOTES)

REFERENCES

➤ **Yusmaizan Binti Yusoff**
Manager, Bank Negara Malaysia
Contact no 012 – 354 4908

➤ **Ahmad Fadjri Bin Daud**
Manager, Bank Negara Malaysia
Contact no 012 – 210 7669

**EXPECTED SALARY : RM6,000.00
(Negotiable)**