

NEHA GAUD

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Gurugram, India

WORK EXPERIENCE

WNS Services

AML Analyst

May 2021 - Ongoing

Gurugram, India

- Create and maintain reports showing the financial activity of individuals and/or organizations.
- Maintain knowledge of anti-money laundering compliance rules and regulations.
- Report any suspicious transactions or activities in an efficient and timely manner.
- Assist with anti-money laundering compliance training on identifying suspicious activity.

SKILLS

Microsoft Office Proficient

VDI

Zendesk

EmailAge

Time Management

Quick Learner

Critical Thinking

Work Ethic

Multitasking

TRAINING

Certified Bank Ready Program

Professional School of Indian Banking

April 2021

Gurugram, India

- A Specialized Training School which prepares aspiring Bankers to be Bank ready before joining a Bank.
- Gained Practical knowledge regarding the following verticals of Banking.
 - Basic of Banking and its Products
 - Information on Deposit Accounts like Saving Account, Current Account, Fixed Deposit and Recurring Deposit.
 - Basics of Teller operations, fake note detection and guidelines of RBI's Clean Note Policy.
 - Payments Methods used in Indian Banking like Draft, RTGS, NEFT and IMPS.
 - Basics of KYC and AML including guidelines of KYC, Source of Black Money, CTR and STR Reports, FIU and its Functions.
 - Concepts Of Cheques Basics of Clearing Process like CTS Process, MICR Code, CORE Banking, Crossing of cheque – General, Special and A/C Payee Crossing, Bearer Cheques and Order Cheques.
 - Mutual Fund and its types

EDUCATION

Bachelor of Pharmacy

Rajiv Gandhi University

2013

Bhopal, India

Higher Secondary

Presidency Senior Secondary School

2008

Guna, India

High School

Modern Public School, MP Board

2006

Shivpuri, India