

RESUME

Suresh Bhargav Thalakari

Door No: 40-51-6/5

Santosh Nagar

Thatichetlapalem

Visakhapatnam-530016

E-Mail: Sureshbhargav@hotmail.com

Mobile Number: 9052753560

PROFESSIONAL OVERVIEW

- More than 2 years of comprehensive experience in Operations with currently specialized in compliance processes – KYC, CDD.
- Have experience in client onboarding and refreshing.
- Experience in developing SOPs and process Navigation Documents.

WORK EXPERIENCE

Working as CDD Analyst (Credit Cards) in HSBC HDPI Visakhapatnam for United Kingdom Retail customers.

- Responsible to validate the Credit Card applications for HSBC retail customers in United Kingdom which includes gathering all the necessary information from clients application to enable decision and classifying their information and status
- Responsible to screen customers to evade Financial Crime
- Responsible to issue Accept and Reject letters to the customers

Working as Common Reporting Standards (CRS) Analyst in HSBC HDPI Visakhapatnam for Hong Kong Retail and Commercial Customers.

- Responsible to validate the CRS documents by Validation and Reasonableness test which includes both Retail and Commercial customers
- Issuing Reject letters to the customers failed V&R process and asking them to produce new documents
- Allocation of work to entire team and running daily MIS.

Worked as CDD FATCA Analyst in HSBC HDPI Visakhapatnam for Hong Kong Retail and Commercial Customers.

- Responsible to validate FATCA documents for HSBC clients in Hong Kong catering to RBWM and CMB Line of Business which includes serving new and existing customers and gathering all necessary client data from core system to enable decision, classify and capture FATCA status.
- Responsible to finding the customers evading Tax by not complying to FATCA Act and to issue reject letters to the customers who are failed in validation process.
- Working on Exception reporting and following up with relevant stake holders.

Worked as Process Executive in PATRA Corporation from Aug'14 to Feb'16

- Responsible to obtain Claims history(Loss Runs) of a particular customer which helps the client to calculate premium for the current year
- Performing the role as a “Quality Controller” to each and every work done. Resolving the errors while processing a task
- Giving training to the trainees about the Work flow and guide them to be successful in their role

KEY COMPETENCIES

- In depth Knowledge on Customers Due Diligence and Enhanced Due Diligence guidelines, Anti Money Laundering, Politically Exposed Persons and Sanction Policies
- Knowledge on banking regulations and instruments of monetary policies
- Awareness on Global Standards and HSBC policies
- Shown greater flexibility in the times business

ACHIEVEMENTS

- Directly selected as Data Approver(QC) due to owing to great process knowledge and performance
- SME/Trainer for the process
- Selected for Global Standards Assurance review
- Awarded top performer for the month of September 2016 and January 2017
- Deputized my team in absence of line manager and successfully completed the tasks for the day.
- Nominated as member of Risk Committee
- Internally trained and conducted refreshers for the team on knowledge gaps
- Contributed in process streamlining by giving new ideas
- Internal SPOC for Audit and Compliance
- Conducting Friday Funs every week

PROFESSIONAL SKILLS

- Operating Systems: Windows 8/7/Vista
- Knowledge of MS Office
- Typing Skills

ACADEMIC RECORD

- Bachelor of Technology(EEE) with 61.59 %from Visaka Engineering College, JNTU Kakinada University 2012
- Intermediate with 88.3% from Vizag Defense Academy, Board of Intermediate Andhra Pradesh 2008
- Matriculation with 79.16% from Vagdevi Talent School, Andhra Pradesh SSC Board 2006

STRENGTHS

- Easy to mingle with team members and work as a team
- Taking Leadership
- Ability to learn from my mistakes

PERSONAL DETAILS

Father's Name: Uttam Kumar Thalakari
Mother's Name: Padmavathi Thalakari
Date of Birth: 03rd Aug 1991
Hobbies: Watching Movies, Making out Puzzles

DECLARATION

I hereby declare that all the above furnished information is correct and true to the best of my knowledge

Place: Visakhapatnam

Suresh Bhargav Thalakari

Date: