

VISHNU VIJAY

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LINKS

- <https://www.linkedin.com/in/vishnu-vijay-06b34485/>

PROFESSIONAL SUMMARY

Accomplished Assistant Manager with 8+ years of experience, consistently rising through ranks in managing retail banking operational activities of KYC, AML and Due Diligence with key focus on suspicious transactions, and large cash transaction monitoring. Agile and adaptable team leader with stellar work history, motivational approach and upbeat nature. Skilled at training employees and leveraging organized approaches to handle daily planning, scheduling and stakeholder requirements. Forward-thinking and industrious with diplomatic communication style focused on maximizing engagement and satisfaction.

SKILLS

- Concise time management
- Case report writing
- People management
- Research and investigation
- Process Management
- AML Compliance
- Payment analysis
- Stakeholder management
- Transaction review

WORK HISTORY

ASSOCIATE MANAGER

09/2016 to CURRENT

Standard Chartered Global Services Private Limited | Chennai, Tamil Nadu

- Successful completion of A3 projects focusing on reducing unwarranted RFIs and implementation of a concise feedback channel for new recruits.
- Promoted to the role of Associate Manager in 2019.
- Recipient of GEM of the Quarter (Q2 2018).
- Regularly evaluate my team's performance to determine how well they are fulfilling their job and whether or not they're meeting company standards for professionalism and work performance.
- Work with Human Resources staff to recruit, interview, select, hire, and employ an appropriate number of employees.
- Coach, mentor, and develop staff, including overseeing new employee onboarding and providing career development planning.
- Advising and training stakeholders with respect to controls performed and on applicable internal policies.
- Creating periodic management and process guidance reports as per the requirement and directing a team and formulating action plans to address the gaps.
- Coordinating with the strategic process planning teams, identifying process improvement areas & eliminating bottlenecks.
- Serving as a key member in project AAA / ARACHNYS and implementation

of AML applications and tools (ECM / MANTAS) for correspondent banking payments.

- Developed loyal and highly satisfied Stakeholder base through proactive management of team deliverables strategies.
- Remedied issues and conflicts among team members by employing level-headedness and practicing empathy.

SENIOR PROCESS ASSOCIATE // MORTGAGES

06/2015 to 09/2016

XOME Services India Private

- Star of the Quarter Award (Q1 2016).
- Conducted quality checks on documents prepared for the foreclosed properties by Nationstar Mortgages.
- Served as a single point of contact to manage work within the team and send daily MIS reports to onshore counterparts.

ASSOCIATE, KYC SERVICES

06/2013 to 05/2015

HSBC

- Provided enhanced due diligence and mitigate risk associated with the GBM (Global Banking and Markets) clients of the banks and assisted in process training of the new team members.
- Collaborated with client liaison group, compliance, front office and relationship managers to resolve escalated pending and ageing profiles.

EDUCATION

Master of Business Administration (MBA) | Finance
Alliance University, Bangalore

2013

Bachelor of Commerce (B. Com)
Rama Krishna Mission Vivekananda College, Chennai

2010

CERTIFICATIONS

Advanced Diploma in Spanish (2017) .