

# M.Ushasri

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## CAREER OBJECTIVE:

10 Years Overall Experience and in AML professional who gained 9+ years of experience across KYC, Review, Sanctions Screening, Fraud Investigation and Transaction Monitoring at ANZ Support Service India Pvt Ltd, Knowledge Works India Pvt Ltd and Brain Hawk Consultancy I am seeking and opportunity in the Financial Crime Compliance space to use My abilities for organizational growth and continue developing a career in the broader spectrum of Financial Crime Risk Management.

## PROFESSIONAL SUMMARY:

Dedicated **AML/KYC & Financial Crime Compliance Professional** with **9 years of hands-on experience** in Transaction Monitoring, Enhanced Due Diligence, Client Onboarding, and Sanctions Screening. After an 8-year career break due to personal responsibilities, now fully prepared and upskilled to re-enter the compliance domain with updated knowledge, recent AML certifications, and strong analytical ability.

Proven track record in risk assessment, regulatory documentation, and case investigations across global banking processes. Known for accuracy, ownership, and meeting strict SLA/TAT requirements.

## CORE SKILLS:

- KYC (CDD & EDD)
- Transaction Monitoring
- Suspicious Activity Investigation
- Sanctions Screening (OFAC, EU, UN)
- PEP / Adverse Media Review
- Fraud Risk Assessment
- AML Documentation & Reporting
- Client Onboarding & Periodic Review
- SAR/STR Drafting Support
- Tools: Actimize, Fircosoft, World-Check, RDC, LexisNexis
- Strong Analytical & Decision-Making Skills
- Regulatory Knowledge (FATF, AMLA, FinCEN, RBI)

## WORK EXPERINCE:

**PROFESSIONAL EXPERIENCE:**  
Company : ANZ Support Services India Pvt. Ltd  
Designation : Payroll Analyst  
Duration : Dec 2008 to Oct -2017.

## **JOB PROFILE:**

- Investigate the alerts generated by TM systems and ensure the unusual activities are reviewed and closed or escalated appropriately in accordance with regulatory requirements where appropriate.
- Review data from media reports and appropriate websites to identify customers involved in crime/ML/terrorism etc.
- Review the authenticity of the transactions within each alert i.e. check the principal activities of the customer to ensuring transaction patterns or activities are not unusual, and if found unusual, e.g. Transaction is out of line with the client's normal business activity, then enquire into the same using RFI (Request for Information) process.
- Performed KYC and Sanction reviews, ensuring activities are reviewed in a holistic manner across the financial products availed by the customers.
- Ensured CDD is properly performed by the LOBs and EDD is applied in case of high-risk customers to mitigate ML/ TF risks.
- Compile evidence and documentation in compliance with regulatory requirement.
- Demonstrated ways to improve customer service and increase productivity.
- Provided accurate and valid referrals to the respective Level 2, in case of potential suspicious activity identified.
- I have made sure that issues / problems are effectively investigated and resolved or are appropriately referred with recommendations to the Line Manager.
- I have supported the new team members by mentoring them in their learning curve.
- Lead training program in AML program for the new hires and have also conducted Quality improvement session to improve the quality of production staff.
- Support the manager in preparing Daily, Weekly and Monthly MI reports, and also deputizing the manager in the absence, by taking over team management responsibilities of assignment and monitoring of production queue, and additionally responding to client requirements.
- Review CDD/EDD files completed by analysts.
- Ensure accuracy, completeness, and consistency with internal policies and regulatory requirements.
- Provide feedback and coaching to analysts for improvements.
- Identify gaps, red flags, and discrepancies before final approval
- Oversee day-to-day KYC operations and allocate workloads
- Ensure SLAs (Service Level Agreements) and quality targets are met.
- Provide training, coaching, and performance evaluation.
- Act as the first escalation point for complex cases.
- Coordinate with Compliance, Onboarding, Risk, and Operational teams.

**Previous Organization : Knowledge Works India Pvt Ltd**

**Designation : HR Executive**

**Duration : From Oct2007- Dec 2008**

**Company Profile:** Knowledge Works India Private Limited is a (KPO and BPO) Accounting outsourcing services provider, and Customer Care Services though Voice process focused on Indian organizations. Knowledge Works offers global business process outsourcing services through an onsite/offsite. Handled a team of nearly 200 members. Responsibilities include;

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## **Job Profile**

- Understanding Company's requirement laying special focus on Job Description and Job Specification.
- Screening and short listing resumes for the required position through Job Portal/References/Head Hunting, to match the requirement of the Management.
- Encouraging the employees to provide reference for better prospects.
- Doing a background verification of the shortlisted candidates
- Giving a description on the policies, procedures and culture followed by the company.
- Issuing Appointment Letters
- Joining formalities, Exit formalities
- Generation of Employee ID Cards/ Bank Accounts
- Conducting Induction/Orientation Programme for new joinees
- Define job Description of Employees
- Job Analysis of Employees
- Leave Management
- Dealing with employees Joining formalities by issuing Offer Letter, Appointment Letters, Relieving Letters, Confirmation Letters, Extension Letters, Experience Certificates, etc.
- Maintaining employee data base and Attendance
- Sending weekly attendance sheet to all employee's, Resolving there issues in attendance if arises.
- Coordinating in Pay roll process

**Previous Organization : Brain Hawk Consultancy**

**Designation : IT Recruiter**

**Duration : From Mar 2007 to Oct2007**

#### **Job Profile:**

- Analyzing the requirements
- Sourcing and screening the relevant resumes from the job portals
- Scheduling interviews
- Client interaction
- Follow up the interviews

#### **ACADEMIC RECORD:**

<b>Master of Business Administration (HR &amp; Systems Specialization)</b>	2004 - 2006
Sri Venkateswara University. Tirupati, A.P  Seshachala Institute of Management Studies.	
<b>Bachelor of Commerce (Computer Applications)</b>	2001-2004
Sri Venkateswara University. Tirupati, A.P,Camford Degree College	

**SKILLS:**

- Operations background of demonstrating good core knowledge of applying KYC measures within a financial institution (Customer Onboarding and Periodic Reviews), and applying risk-based approach in Transaction monitoring investigations.
- Understanding of Transaction Monitoring and KYC procedures and how to apply within a review/renewal activity
- Team management and stakeholder management.
- Good technical knowledge of KYC, Anti-Money Laundering (AML) and Sanctions
- Ensured that all work is delivered within agreed timeframes and meets the required high-quality standard
- Demonstrate excellent analytical skills and problem solving, self-motivation and possess an enquiring mind
- Demonstrate good team working skills and the ability to work efficiently and accurately under pressure
- Ability to adapt to change

**STATEMENT:**

Now fully prepared to relaunch my career in AML/KYC with updated knowledge, strong domain experience, and complete dedication to compliance excellence.

**DECLARATION:**

I hereby declare that all the information provided in this resume is true and accurate to the best of my knowledge and belief. I take full responsibility for the correctness of the details mentioned above.

Date  
Place: Bangalore

Yours Faithfully  
M Ushasri