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SKILLS

- KYC
- AML
- Customer Due Diligence
- Compliance Procedures
- Data Verification
- Risk Analysis

EDUCATION

**BACHELOR OF SCIENCE IN ACCOUNTING,
UNIVERSITY OF JKL**

LANGUAGE

- English
- Spanish
- German

ACHIEVEMENTS

- Improved KYC processing times by 15% through streamlined procedures.
- Contributed to a successful audit with no compliance issues identified.
- Received commendation for attention to detail in compliance documentation.

Michael Anderson

KYC ANALYST

Proficient KYC Analyst with a focus on customer due diligence and compliance processes, backed by over four years of experience in the banking sector. Possesses a strong understanding of AML regulations and the importance of maintaining organizational integrity. Demonstrated ability to analyze client data and identify potential risks effectively. Skilled in utilizing compliance software to enhance operational efficiency and ensure adherence to regulatory standards.

EXPERIENCE

KYC ANALYST

Citywide Bank

2016 - Present

- Conducted thorough KYC checks for new clients to assess risk levels.
- Reviewed and verified client documentation to ensure compliance.
- Monitored transactions for unusual activities and flagged concerns.
- Collaborated with compliance teams to develop KYC policies.
- Prepared reports for management regarding KYC findings.
- Engaged with clients to obtain necessary information for assessments.

JUNIOR COMPLIANCE ANALYST

Local Financial Services

2014 - 2016

- Assisted in conducting KYC reviews for high-risk clients.
- Maintained records of KYC documentation and client interactions.
- Supported senior analysts in preparing compliance reports.
- Monitored client accounts for compliance with regulations.
- Participated in training sessions on KYC procedures.
- Updated internal databases with client information.