

MOHAMMED HASSAN

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Dubai, UAE



About Me

Flexible and reliable banking professional with expertise in backend operations seeking a challenging position in a bank. Dedicated to ensuring efficient and accurate processing of transactions, implementing risk management strategies, and maintaining compliance with regulatory requirements.

Areas of Professional Expertise

- | | |
|--|---------------------------------|
| * Office Administration (Operations) | * Risk Assessment |
| * Enhanced Due Diligence (EDD) | * Transaction Monitoring: |
| * Customer Identification & Customer Screening | * Onboarding Process, AML & CTF |

PROFESSIONAL EXPERIENCE

Company Name	: Economic Group Holdings (Dubai, UAE)
Designation	: Assistant Accountant (Admin Support)
Duration	: July 2022 to Aug 2023 (Present)

Company Profile: The EGH group is a diversified family-owned multinational business across the MENA region with business in Transport, Manufacturing, Real Estate, Food and beverages, Information Technology, Trading, Security Services, Automobile workshop etc...

Key roles and responsibilities:

- Daily Generating statement of account from Bank Account and recording entries in the systems (Focal). And generating Bank Statement of accounts of various division and sending it daily to divisions (sub-companies) for their reconciliation and accountancy.
- Maintaining of cash flow in the excel for the PDC cheques issued, payments and receipts forecasting of daily expenses, payments, and receipts.
- Assist in preparing billing invoices and the front-line responsibility for making appropriate decisions regarding payment prioritization of outstanding invoices.
- Preparing for Manual Account to account transfer and other Banking and non-Banking briefs (Cheque book Requests, Preparing Guarantee Letter etc).
- Generating of Bank Statement of accounts of various division and sending it daily to divisions (sub-companies) for their accountancy.
- Managing Petty cash and Handling Banking operations like Withdrawals, Deposits & Transfers.

Company Name	: Standard Chartered Global Business Service (Chennai, India)
Designation	: Senior Officer
Duration	: November 2015 to May 2021. (5 Years 5 months)

Company Profile: Standard Chartered Global Business Services Private Limited provides back-office processing services. The Company offers retail, wholesale, consumer banking operations, human resources services, finance and accounting services, software development and maintenance, helpdesk support, and IT solutions.

Key roles and responsibilities:

- Compliance and Risk Management: In-depth knowledge of banking regulations, including Anti-Money Laundering (AML) and Know Your Customer (KYC) requirements. Experienced in performing due diligence checks, verifying customer information, and ensuring compliance with regulatory guidelines.
- Identification and Name Screening of customers which includes AML, CTF, PEP's, adverse media client, Sanctioned country client with flag (red flag) as per Policy and escalating to country approvers Team for required approvals and risk classification if customers come into hit lists.
- Perform background checks on the client to make sure the client is not involved in fraudulent activities. Reviewed screening alerts that result in possible matches requiring compliance (Level 1 and Level 2) approvals.
- Escalation of true matches identified to the proper units (AML investigations, Client on-boarding and maintenance, Global Sanction Compliance) as a part of operations procedure.
- Complete extensive due diligences in opening accounts to prevent operational and reputational loss. And Conducting name searches of individuals using Individual client due diligence (formally known as Norkom technologies) of Singapore to verify customer.
- Ensured that document control functions were being performed in accordance with policies.
- Coordinated with internal partners such as Front, Middle, and Back Office staff to obtain required information and applicable documentation related to client on-boarding and KYC production.
- Mail Handling –Drafting and responding for queries. And attending meetings, country operations calls, taking minutes of notes.

TECHNICAL EXPOSURE

- Knowledge of Microsoft office – Excel, Word, PowerPoint presentations.
- Knowledge and worked in Banking Applications (Oracle, IBM, Jira), Troubleshooting of Operating System.

EDUCATION & CERTIFICATION

- **Bachelor in commerce (General):** Islamiah College (Autonomous) – Vaniyambadi (2014)).
- **Financial Crime: Process and Technology** – Masterclass (2023)

ACHIEVEMENT & STRENGTH

- Self-starter: ability to learn quickly; work with team; analytical skills.
- Open to learning new technologies to help improve the workflow.
- Received recognition for “Due Diligence”.

OTHER INFORMATION

Full Name	:	Mohammed Hassan Babu Ehsanullah
Date of Birth	:	08th, January 1994
Gender & Marital Status	:	Male & Single
Languages Known	:	English, Tamil, Urdu & Hindi

Place: Dubai, UAE

[Mohammed Hassan]