



JIJESH MAVILA VEETIL

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Sharjah, UAE.

Career Objective

Having rich managerial experience as a Branch in Charge in a reputed foreign exchange branch in the UAE. Possessing strong leadership and dynamism necessary to provide quality service of the highest order and the efficiency to drive products' competitive advantage. Ambitious to achieve Organizational Goals and Objectives with my Aptitude and Expertise, and look forward to grow as a distinctive professional in corporate world and want to secure a challenging position by adding up more towards organization's stability and sustainable long term growth through sincere and dedicated efforts

Core Competencies

- Branch banking operations
- Compliance and Risk monitoring
- Branch Currency Management
- Branch operational auditing
- Key Account Management CFE & WPS
- Customer Query Resolution
- Back End Operations
- Team Management
- Strategic Planning
- Business Development
- Client relations
- Coordination

Career Path

Branch In Charge	Al Rostamani International Exchange UAE	Sep 2022 - Present
Senior Cashier	Al Rostamani International Exchange UAE	June 2021 - Sep 2022
Cashier	Al Rostamani International Exchange UAE	April 2014 - June 2021
Cashier Cum Customer Service	UAE Exchange & Financial Services Ltd. INDIA	June 2008 - Jan 2014

Key Responsibilities

- To monitor and analyze the transaction of the company in accordance with AML/CFT and sanctions regulation along with internal policies and procedure.
- AML daily compliance monitoring, handling queries raised by CBUAE, and correspondent banks.
- Handling of all commercial and retail onboarding activity covering compliance requirements such as name screening, public domain due diligence and internal system checks.
- Regularly performing various thematic reviews and analysis to identify various typologies from AML/CFT and FATF perspectives.

- Doing complete ECDD on all corporate customers and for individual KYC/KYCC to monitor their activity.
- Raising STR to CB UAE based on suspicions name matching source of fund deviation, purpose hiding.
- Assist with addressing queries from corresponding banks relating to AML/CFT matters including non-receipt and amendments for swift payments.
- Collect documentary proof and build and maintain case files for transactions deemed suspicious.
- Verifying bill of lading to ensure no sanction violations including trans-shipment risk.
- Setting up branch operations with key focus on bottom line profitability by ensuring optimal utilization of available resources.
- Formulating operating budgets to ensure optimum utilization of available funds as well maintaining the branch operational expenses for accomplishing the overall corporate goals.
- Playing proactive role in Customer retention and branch marketing activities.
- Periodic competition analysis and reporting.
- Support huge corporate clients as their financial consultant keeping a thorough watch of the global financial markets and advising them accordingly.
- Training new joiners on Product- Services and Application.
- Performing auditing task to make sure all transactions are carried out as per company and industrial set standards and norms.
- Provide guidance to branch staff to achieve zero defect operations, and timely completion of all assigned activities.
- Identify improvement areas and propose constructive changes to achieve operational excellence.
- Working with the team to achieve monthly MIS targets by benchmarking the previous year figures and evaluating the variance.
- Making appointment with Corporate Heads/Finance Managers and converting them into a potential client to enhance business process / revenue.
- Handling the outlet operations and planning operational functions for the smooth function on a weekly basis.
- Wage Protection System (WPS)- Branch In charge for initializing and processing.
- Overseeing the daily cheque/cash deposits, reconciling of the same and planning the cash management.
- Handling entire corporate client base and executing High Value Transactions with specified value date.
- Preparing MIS and various other business reports/statements to apprise top management of the Routine business operations.

Areas Of Expertise

- Problem Solving, Time Management , Quick to learn .
- Strong ability to handle multiple responsibilities.
- Excellent computer skills.
- Work effectively with diverse groups of people.
- Friendly with an upbeat attitude.
- Ambitious hardworking and committed to excellence.
- Honest , Sincere and a Hard Worker with a high level of Integrity

Education

- B.Sc Computer Science (Sir Syed Institute Of Technical Studies ,Kerala, India)

Computer /I.T Skills

- Proficient in MS Word, MS Power point, MS excel.
- Operating Systems- Windows XP, Windows 7.

Personal Information

Date of birth	: 09/12/1986
Sex	: Male
Nationality	: Indian
Passport No.	: T6790970
Visa Status	: Employment

Reference

- Shall furnish upon requirement.

Declaration

I hereby declare that the above information is true to the best of my knowledge and belief.

Jijesh M V