

Abdul Samad Ch.

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Professional Brief

Diligent and analytical professional with a robust background in MSB operations and compliance. Possesses a strong capability to decipher intricate regulations, enabling the collection of information pertaining to FX and Swift transfers. Well-versed in Compliance/AML rules and regulations, with a comprehensive understanding of FATF recommendations and UAE Central Bank rules. Demonstrates exceptional proficiency in Forex, coupled with keen time management, transaction monitoring, investigative, mathematical, and problem-solving skills.

Professional Career Summary

Professional Qualification	CAMS (ACAMS) Microsoft Certified System Engineer
Education	M.Sc. Economics (In Process), Bachelors, Intermediate

Professional Work Experience	<u>Duration</u>	<u>Organization</u>	<u>Designation</u>
	Nov-2021 to Dec-2023	Dar Exchange Al-Quoz (Dubai)	Br. Manager / Br. Compliance Officer
	Aug-2016 to Feb 2021	Al-Rostamani Intl. Exchange JVC (Dubai)	Br. In-charge/Br. Compliance Officer
	Dec-2012 to Aug-2016	Al-Rostamani Intl. Exchange Horal Anz (Dubai)	FCY Cashier / Sr. C.S.O
	Sep-2010 to Sep-2012	Emirates International Exchange	Teller / Customer Service Officer

Professional Experience

Organization	Dar Exchange Al-Quoz (Dubai)
Designation	Br. Manager / Br. Compliance Officer
Tenure	Nov-2021 to Dec-2023

Job Description

- Developing, implementing and maintaining business plan for the branch.
- Enforcing the company's policies, principles and procedures in line with **compliance rules and regulations directed by regulatory authority and bodies.**
- Timely responding to **compliance related queries.**
- Exercise due diligence in process related to **AML Compliance, KYC** and customer transactions to ensure risk mitigation
- Ensure optimal profit margins are maintained for transactions to meet monthly budget target.
- Identify improvement areas and propose constructive changes to achieve operational excellence
- Build relations with new customers by marketing activities and enhance existing relationship with customers by cross selling and soliciting referrals.

Organization	Al-Rostamani Intl. Exchange JVC (Dubai)
Designation	Branch In-charge/Br. Compliance Officer
Tenure	Aug-2016 to Feb 2021

Job Description

- Developing, implementing and maintaining a business plan for the branch.
- Enforcing the company's policies, principles and procedures in line with **compliance rules and regulations directed by regulatory authority and bodies.**
- Conduct thorough due diligence in **AML, KYC, and customer transactions for effective risk mitigation**
- Timely responding to **compliance related queries**
- Ensure optimal profit margins are maintained for transactions to meet monthly budget target.
- Identify improvement areas and propose constructive changes to achieve operational excellence
- Build relations with new customers and enhance existing relationship with customers.

Organization **Al-Rostamani Intl. Exchange Horal Anz (Dubai)**
Designation FCY Cashier/Sr. C.S.O
Period Dec-2012 to Aug-2016
Job Description

- Processing of Telegraphic Transfers against cheques for corporate clients.
- Processing of T. Ts & Instant Money Transfers keeping the minimum T.A.T
- Conduct thorough due diligence in AML, KYC, and customer transactions for effective risk mitigation
- Purchase and Sale of Foreign currencies
- Handling inflow and out flow of cash & maintaining Cash Book
- Handling WPS salary disbursement for various companies

Organization **Emirates International Exchange**
Designation Teller /Customer Service Officer
Period Sep-2010 to Sep-2012
Job Description

- Cash acceptance for T.Ts and Instant Money Transfers
- Purchase and Sale of Foreign currencies
- Handling WPS salary disbursement for various companies
- Issuing Telegraphic Transfers, Mail Transfers, RTGS AND NEFT Transfers
- Handling Complaints queries.

Academic Education & Certification

Certification/ Degree	Institution Passing	Year
Certified Anti Money Laundering Specialist (CAMS)	Association of Certified Anti Money Laundering	2023
Microsoft Certified System Engineer	Microsoft Corporation, U.S.A	2000
M.Sc Economics	Virtual University, Lahore, Pakistan	In Process
Bachelor	University of the Punajb, Lahore	2007

Workshops and Seminars Attended

Training	Organized By
AML/Compliance	Dar Exchange
AML	Al-Rostamani Group.
Fake Currency Identification	Al-Rostamani Group
Selling through Service	Al-Rostamani Group

Technology Competency/Skills

Skills & Abilities	Proficiency Level
Remittance Software (I-Care, Livex, Symex, Western Union)	Excellent
Microsoft Office Suite	Excellent
Email & Communication	Excellent
System Trouble Shooting	Excellent

Languages

Language	Proficiency
English	Advanced
Urdu	Expert
Arabic	Basic Spoken
Punjabi	Expert

Personal Detail

Visa Status	Employment Visa
Nationality	Pakistani
Date of Birth	27-03-1982
Marital Status	Married
Driving License	Dubai