



## PERSONAL INFORMATION

- **Date of Birth** : April 22, 1992
- **Marital Status** : Single
- **Nationality** : Jordanian
- **Address** : United Arab Emirates
- **Mobile No.** : (971) 50 859 6730
- **E-Mail** : alhmoud\_ola@outlook.com
- **LinkedIn** : <https://linkedin.com/in/ola-al-hmoud-ccm-cams>

## EDUCATION

### B.A Degree of Financial Economics

**The Hashemite University** 2015

### High School Degree

**Ministry of Education - Jordan** 2010

## SKILLS

- MS-Office Skills.
- Typing Skills.
- Flexible.
- Teamwork Skills.
- Able to work under pressure.
- Attention to details.
- Communications Skills.
- Time Management Skills.
- Problem Solving Skills.
- Follow-Up Skills.
- Leadership Skills.
- Analytical Skills.
- Decision Making skills
- Multi-Tasking Skills.
- GoAML Skills.

# Ola Al-Hmoud

**AML/CFT Compliance Specialist, CCM, CAMS**

*Experienced AML/CFT professional with over 6 years in the field, holding CAMS and CCM certifications. Engaged in numerous relevant workshops and courses, complementing a Bachelor's degree in Financial Economics from Hashemite University, Jordan. Passionate about fostering compliance and leveraging expertise to navigate the complexities of financial crime prevention.*

## WORK EXPERIENCE

**AML/CFT Compliance Specialist (MLRO)**

**Dec 2021- Jan 2024**

**Al Alami Financial Services (Exchange House) | Jordan - Amman**

- Regularly review the Central Bank and AMLU of Jordan websites for new instructions, and update the company's policies to align with the latest guidelines.
- Assist in setting goals, planning strategically, establishing public policies, and actively participating in decision-making within the Compliance Department.
- Follow up on emails, respond to global and local correspondents, and provide them with the necessary requirements.
- Respond promptly and effectively to inquiries from regulators and the AMLU of Jordan.
- Review KYC/E-KYC forms for customers and verify their completeness.
- Utilize the Compliance Monitoring System to develop scenarios that assess and measure its effectiveness. I regularly evaluate its ability to detect and address potential compliance issues, making necessary adjustments to enhance its overall performance.
- Prepare and submit the required weekly, monthly, and quarterly reports to the Central Bank of Jordan in accordance with their guidelines and regulations.
- Create and submit monthly and quarterly reports for the Compliance Department to the Compliance Committee.
- Conduct thorough investigations into suspicious cases, including fraud, anti-money laundering (AML), counter-terrorism financing (CFT), and other related matters. Analyze data to identify potential violations, ensuring that investigations are comprehensive, objective, and carried out with the utmost diligence to uncover any fraudulent or non-compliant activities.
- Submit Suspicious Activity Reports (SARs) and Suspicious Transaction Reports (STRs) to the FIU (AMLU of Jordan) using both the GoAML system and manual forms as necessary. Ensure timely and accurate reporting of all relevant information regarding suspicious activities for further investigation and action.
- Develop work plans encompassing training and branch visitations, seeking approval from the Compliance Committee.
- Assist in creating training materials for new employees in accordance with the training plans.
- Assist in conducting a Risk-Based Approach assessment for the company to identify and mitigate potential risks.
- Assist in creating the KYC and E-KYC forms for the company.
- Provide approvals or rejections for new remittances to the branches in accordance with instructions, policies, and procedures.
- Reviewing new customers and remittance parties to verify the absence of global sanctions.

## WORK EXPERIENCE

AML/CFT Compliance Officer

Aug 2017 - Dec 2021

### Alawneh Exchange I Jordan - Amman

- Review KYC/E-KYC forms for customers and verify their completeness.
- Daily review of AML transaction monitoring alerts and categorization for further action (suspicious, not suspicious, under processing, etc.).
- Respond to AML questionnaires and submit company documents to correspondents as required.
- Regularly monitor the websites of the Central Bank and AMLU to remain informed about new instructions concerning policies and regulations.
- Respond promptly and accurately to inquiries from CBJ, AMLU, and security agencies.
- Review and close alerts associated with Global Sanctions Screening.
- Prepare periodic reports as required and submit them to your supervisor within the specified deadlines.
- Analyze suspicious customer activities and make decisions, which may include submitting SAR or STR, requesting additional documentation, determining non-suspicious activity, or taking appropriate actions.
- Investigate suspected cases of fraud, AML, and CFT. Collect evidence, analyze data, collaborate to prevent financial crimes, adhere to legal requirements, and document the investigation process.
- Assist in creating work plans, including training schedules and branch visitation schedules, and seek approval from the Compliance Manager.
- Assist in creating training materials for new employees in accordance with the training plans.
- Assist in conducting a Risk-Based Approach assessment for the company to identify and mitigate potential risks.
- Assist in creating the KYC and E-KYC forms for the company.
- Provide approvals or rejections for new remittances to the branches in accordance with instructions, policies, and procedures.
- Submit Suspicious Activity Reports (SARs) and Suspicious Transaction Reports (STRs) to the FIU (AMLU of Jordan) using both the GoAML system and manual forms as necessary. Ensure timely and accurate reporting of all relevant information regarding suspicious activities for further investigation and action.

Customer Relations Officer (Teller)

Jan 2016 - Aug 2017

### Alawneh Exchange I Jordan - Mafraq Branch

- Create KYC documents for new customers in Branch with regulations and compliance standards.
- Engage with customers daily, providing answers to their inquiries and resolving any concerns they may have.
- Facilitate money remittances and ensure their successful completion.
- Provide currency exchange services to customers, allowing them to convert one currency to another.
- Make changes to remittances, such as editing or deleting them, if necessary or requested.
- Verify daily balances against audit records to ensure accuracy.
- Review remittances with issues to identify the cause of the problem and follow up with the relevant department to ensure their delivery to the customer.

## LANGUAGES

- **Arabic** : Native
- **English** : Intermediate

## CERTIFICATES AND LICENCES

- **Certified Compliance Manager (CCM) - Jan 2022**  
*Global Compliance Institute GCI - Queensland, Australia*
- **Certified Anti-Money Laundering Specialist (CAMS) - Mar 2019**

*ACAMS - Miami/ Florida, United State*

## MEMBERSHIP

- **Global Compliance Institute (GCI)**

*Dec 2021 - Dec 2022*

- **ACAMS**

*Feb 2019 - Feb 2020*

- **Student Council / The Hashemite University**

*Mar 2012 - Mar 2014*

## ACTIVITIES AND VOLUNTEERING

- **Darb Program (2011-2012)**

*Student Ambassador between Hashemite University and Loyac organization*

- **Loyac and King Abdullah II Fund for Development (54 Hours)**

*Volunteering in many programs of community service*

- **re-Souk conference in Economic College, Hashemite University (Apr 2012)**

*Participated in organized*

- **Loyac's program graduation (2011-2012)**

*Participated in organized*

## TRAINING COURSES

- **The Qualification Program for Certified Compliance Manager (CCM)**, *Institute of Banking Studies* (Jan 2022) - 36 Training hours.
- **Sanctions and Embargo**, *Institute of Banking Studies* (May 2019) - 14 Training hours.
- **The Qualification Program for Certified Anti-Money Laundering Specialist (CAMS)**, *Institute of Banking Studies* (Mar 2019) - 46 Training hours.
- **Compliance and Anti-Money Laundering**, *Institute of Banking Studies* (Nov 2017) - 9 Training hours.
- **Practical Training / Risk Department**, *Bank al Etihad* (Aug 2011) - Two Months

## WORKSHOPS

- **AML/CFT and Requirement to implement Security Council resolutions related to TF and prevent the financing of the Proliferation of weapons of mass destruction**, *Central Bank of Jordan* (Oct 2022) - 12 Training hours.
- **AML/CFT/IS Workshops for Jordanian Financial Institutions**, *European Bank for Reconstruction and Development, The St. Regis Amman* (Jul 2022) - 12 Training hours.
- **Countering the Financing of Proliferation**, *Royal United Services Institute for Defense and Security Studies, Grand Hyatt Amman* (Jun 2022) - 12 Training hours.
- **Jordan Beneficial Ownership Guidance and Training Program**, *EU AML/CFT Global Facility, Grand Hyatt Amman* (Jun 2022) - 6 Training hours.

## REFERENCES

- **Available Upon Request**