

ABIGAIL FABIA SEQUEIRA

KYC ANALYST | CREDIT ANALYST | COMPLIANCE OFFICER

Dubai, United Arab Emirates | abigailsequeira050@gmail.com | linkedin.com/in/abigail-sequeira-876b18217

SUMMARY

Banking professional with 3 years of experience in loan processing, credit operations, and regulatory compliance. Skilled in handling personal loans, conducting credit assessments, and managing documentation. Strong focus on accuracy, turnaround time, and customer service. Proficient in core banking systems and committed to continuous improvement. Seeking a new role to contribute and grow in a dynamic environment.

TECHNICAL SKILLS

CRM Software System	Data Entry & Documentation	Business Processing
KYC Verification	Finacle & World Check	Management
MS Applications (Word, Excel)	Central Bank Checks	Watch List
		Risk Monitoring & Fraud Control

PROFESSIONAL EXPERIENCE

Credit Specialist, RAK Bank

March 2025 - June 2025

Dubai, United Arab Emirates

- Processed personal loan and credit card applications in line with credit policy.
- Reviewed financials, credit bureau reports, and resolved application discrepancies.
- Maintained turnaround time and supported internal audits and compliance.
- Provided guidance to sales on documentation and process adherence.

Processing Associate, ENBD Global Services

Jan 2022 - Feb 2025

Dubai, United Arab Emirates

- Validation of the authenticity of original documents.
- Verification of Customer identity, ensuring the sighting of original documents.
- Handling customer documents with the highest level of due diligence.
- Safeguarding all original documentation securely and utilizing the designated chub in accordance with Standard Operating Procedures (SOP).
- Entering and submitting applications in the Customer Application System (CAS) and Loan Management (LMS) for processing. Uploading documents on the Business Processing Management (BPM).
- Providing timely Daily, Weekly, and Monthly reports to management on activities within the work area.
- Coordinating with relevant departments to ensure timely disbursement of cases by sending original documents.

EDUCATION

Bachelor of Business Administration

June 2018 - Aug 2021

St. Aloysius (Deemed to be University) - Mangalore, India

- Major in Supply Chain Management and HR

Central Board of Secondary Education - High School

April 2004 - March 2018

St. Joseph's School - Abu Dhabi - UAE

ADDITIONAL INFORMATION

- **Languages:** English, French, Hindi, Konkani.
- **Certifications:** Pursuing CAMS - Certified Anti Money Laundering Specialist.
- **Awards/Activities:** Recognized with the 'Reward and Recognition' Award in 2022 for exceptional performance and valuable contributions to achieving loan processing team objectives.