



TUSHARA VISHWANATH

COMPLIANCE OFFICER

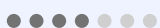
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- ENGLISH, HINDI & KANNADA

PROFILE

To obtain possible position that would fit my qualifications and establish a successful long-term working relationship with your company that would further challenge, train, develop and increase my competency. Furthermore, I would like to contribute to the company's growth and become a substantial part of the company's success.

SKILLS

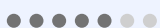
Management



Problem Solving



Analytical Skills



Leadership



WORK EXPERIENCE

AL GHURAIR EXCHANGE

2013 - Present

COMPLIANCE EXECUTIVE

2017 - Present

- Assist in the process review and enhancement related to the referral, escalation and resolution of sanctions alerts.
- Sanction screening check of new joiners – KYE process
- Performing more extensive due diligence for high-risk amounts, countries, customers and include proactive monitoring for suspicious activities.
- Perform New Corporates and WPS Companies on-boarding process and sanctions screening
- Involved in organizing IFRS9 provisioning models, Loss forecasting and stress testing according to global methodology. Prepare and validate and present IFRS9, Model of PD, LGD, and EAD to the Directors.
- Development and enhance risk reporting and analysis to ensure that all key risks and opportunities of financing and investment portfolio are adequately highlighted to Directors
- Timely enhancement of the model based on the data available and market impacts on the macroeconomics model.
- Recipient of Internal Suspicious Transaction Reports (ISTRs), review the same and file STR with the regulators as appropriate
- Uploading Monthly Remittance and Forex reports & Quarterly Remittance and Forex reports to Central Bank in timely manner.

HUMAN RESOURCES & ADMIN

2014 - 2017

ASSISTANT

- Assisting operation manager in operational related activities such handling discrepancy reports on a daily basis, maintaining and analysing transactions log
- Handling administration works such as ordering supplies for branches and head office, preparing roster for insurance card printing amongst others.
- Process all employees requests in HRMS
- Inform and assist employees with regards to the policies, procedures of requests, status of documents such as Emirates ID, labour cards, medical check-ups, residence visa stamping, medical claim, etc.
- Coordinates with the Group Office regarding employees requisitions and status.
- Preparing Transfer letters and Memo for Requesting Labour approval, residence visa and Medical checkup, Resignation, Confirmation of services, Cancellation of visa.
- Prepare Employment offer letter and collect required documents for applying visa. Preparing HR monthly report.

QUALITY & EXCELLENCE

COORDINATOR

2013 - 2014

- Managing data analysis as a part of DQA (Dubai Quality Award) project such as measure monitoring, analysis on error and complaint log, exchange rate analysis amongst others
- Collecting monthly measure achievements from all branches and departments in Head Office.
- Assisting other departments in fulfilling their respective measure monitoring sheets and other DQA related logs.
- Maintaining and tracking the status non conformity log for operation department and presenting the same during Internal Audit to Internal Auditors.
- Making PowerPoint presentations for the analysis done Maintaining quarterly review reports and minutes of meeting
- Collect data for Employee of the Month recognition program.

EDUCATION HISTORY

Master Of Business

Administration

Sikkim Manipal University

Bachelor of Commerce

MES Institute of Management, India