

MOHAMMED ABID

Contact No: +91 9535518112 Email: rgmohammedk05@gmail.com

Ambitious, detail-oriented having 3+ years of experience in KYC Banking verification well versed in KYC processing, handling banking operations.

Professional Profile

- Competent and Result Oriented professional with 3+ years of experience in KYC process and 2 Years in Credit Cards Sales & Lead generation in Manipal Business Solutions.
- Transition experience from Banking Sector of ICICI & HDFC Banks
- Expeditious at learning new concepts, work well under pressure and communicating ideas clearly and effectively.
- Skilled in Identifying customer needs and converting leads into successful sales.

Educational Qualification

Bachelor in Business Administration (BBA)
Bangalore University, Acharya Institute of Graduate Studies, FEB 2021
Major: Finance

Pre University Certificate (PUC), PUC Board, Apr 2015

Manipal Business Solutions(Bangalore)

1st Aug 2021 to Dec 2025

KYC Executive – ICICI & HDFC BANK CLIENTS

- Assist Client in attending KYC updation for Loans and Credit Card new applications.
- Generating tickets online and processing the information based on collected information for application processing
- Processing on field KYC data often at the customer's location.
- Handling data very securely and processing on time.
- Ensure compliance with KYC and Anti-Money Laundering (AML) regulations.
- Furnish Closing and obtain 100% TAT's without any failures.
- Experienced in handling banking sales operations for ICICI & HDFC Clients.

Key Responsibilities

- ✓ Strong ability in customer interaction, sales conversion, and relationship management.
- ✓ Customer Identification and Verification: Visiting customers at their location (home, office, etc.) to verify their identity using official documents like passports, driver's licenses, or utility bills.
- ✓ Document Collection and Management: Gathering, organizing, and ensuring the accuracy of KYC documents as per established procedures.
- ✓ Risk Assessment: Assessing potential risks associated with the customer based on the information gathered and documents provided.
- ✓ Compliance Adherence: Ensuring all KYC procedures are followed strictly in accordance with regulatory requirements and company policies.
- ✓ Relationship Building: Establishing and maintaining positive relationships with customers to facilitate the KYC process and ensure a smooth onboarding experience.

- ✓ Reporting and Documentation: Maintaining accurate records of all KYC activities, including verifications, document details, and risk assessments, and reporting findings to the relevant authorities or internal teams.

Personal Snippets

Date of Birth : 05/06/1990
Father's Name : Mohammed Munawar

Address for Communication

Permanent Door No. 7, 2nd Cross,
Srinidhi Layout, Near BML Apartment,
M S PALYA, Vidyananyapura
Bangalore-560097

I look forward to hear from you and shall be happy to furnish any further information or references required.

MOHAMMED ABID