



MOHANA

📍 DUBAI, UAE

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Professional Summary

MIDDLE MANAGEMENT IN BANKING / FINANCE SECTOR

Profile at a glance:

A banking industry professional offering around six years' experience in currency transactions, fund transfers and clearings, cash management etc. A highly motivated and results focused individual possessing solid leadership skills, ability to generate business, analyze and resolve challenges to achieve organizational goals and objectives. Presently working with a reputed bank with a global presence.

Work History

10.2018 - 09.2023

Senior Associate

Global securities operations Pvt Ltd

- Adept at handling process of Payment Instructions of Clients through SWIFT and Verification of Payment Instructions
- Processing of USD, EUR, GBP, AUD, HKD, CNY, INR and SGD (payments) fund transfer instructions and investigations cases
- Knowledge of FOREX Transactions
- Develop Subordinates through training and mentoring to establish a skilled, motivated and efficient Team for best-in-class service
- Responsible for Providing effective Customer service to clients and Global FIG and RM team and act as the first point of contact
- Overall responsibility for Payment's processing adhering to SLA and keeping error rate within acceptable level
- Effective investigation activities like Recall of payments, Amendments, unable to apply return of funds, back valuation and use of funds related to payments
- Participate in Business Continuation Plan (BCP); carry out testing on a semi-annual basis
- Responsible for handling the Internal Audits for the Payments Services Unit of the Organization
- Interaction on daily basis with credit risk team on the client funding level before settlement.
- Handling Swift messages like MT103, MT202, MT304, MT192, MT195, MT199, MT196, MT999, MT292, MT295, MT299 and MT296

		Accomplishments: <ul style="list-style-type: none"> Effectively Utilized the Multi-tasking skills by contribution to Payments and Investigations Unit at times of need Maintained cordial working relationship with all the CPC / SPOKE location counterparts in managing work flow Maintains effective and cordial working environment within the Team and providing adequate support for employee training and development Creation of effective back-up in consultation with the Leaders for all the functions handled in the team to manage any contingency and Part of the successful migration of MX and like to like activities Received many accolades from the counterparts, which I have abided with my Team.
07.2017 - 10.2018	●	Senior Customer Service Executive INTELENET GLOBAL SERVICES PVT LTD <ul style="list-style-type: none"> Investigating and processing the payments via CHAPS, SEPA, TARGET, and EBA according to the currencies and countries Reconciliation of Nostro and Vostro Ledger Accounts Applying AML Fraud and Sanctions procedures Using various applications to process the payments (GPP, AFTS, INTELLIMATCH, BSB, SOLD, EPA, GLA) In addition, formatting and verifying the payments Inputting payments both to customer and various banks in different currencies and have closed worked with routing of Payments via Banks
	Skills ●	<ul style="list-style-type: none"> Cash Operations - Payments/Investigations/Reconciliations Client relationship management Swift Testing – MT103/202/210/304/900/910 People Management WEB TECHNOLOGIES: HTML, XML OTHERS: MS Excel, Word
	Education ●	
05.2011 - 05.2015	●	Bachelor of Engineering in ECE with 5.8 CGPA
2011	●	HIGHER SECONDARY SCHOOL with 63 %
2009	●	HIGH SCHOOL with 61 %
	Additional Information ●	EXCELLENT REFERENCES CAN BE PROVIDED UPON REQUEST
	Personal Details ●	<div> Date of Birth : 11 July 1994 Marital Status: Married Gender: Male Languages Known: English and Tamil </div> <div> Nationality: INDIAN Visa Status: Visit Visa - Active Passport: N2246137 </div>



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