

Ravis Maqbool

Deputy Manager Operations

Operations Professional with around 08 years of extensive experience in Investment and wholesale Banking operations

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WORK EXPERIENCE

HDFC Bank Ltd

Deputy Manager Ops (Srinagar) 2011-2017

Responsibilities

- Handled a team responsible for reviewing all the KYC requirements for the new as well as existing clients onto the KYC platform.
- Analysis of the client account opening forms and supporting documents in line with bank's policies and procedures.
- Performed Due Diligence and making an analytical risk assessment for new clients.
- Followed up on client profiles in line with the latest escalation matrix.
- Resolved queries received from clients and regulatory authorities within TAT.
- Maintained relationship with all the stakeholders.
- Implemented new processes and contributed to continued process improvements, SLA measurements and Quality Assurance.
- Responsible for training and performance appraisal of the staff.

Deutsche Bank AG

Analyst (Bangalore) 2009-2011

Responsibilities

- Acted as a Senior Team member in Static Data Operations for CTAS department.
- Responsible for approving the data clean up activity of Medium Term Notes as per the Pricing Supplement.
- Responsible for analyzing Rate type, Calculation Agent, the Nominal Amount, Final Redemption Amount.
- Handled queries from the Issuer incase of any discrepancies relating to the Payment Dates, Coupon Amounts.

EDUCATION

MBA(I) Finance (2009)

Edith Cowan University, Australia

Bachelors of Science (2007)

Aligarh Muslim University, Aligarh

CORE COMPETENCIES

KYC/AML

Customer Due Diligence

Client Onboarding

Risk Management

Compliance

Client Management

Clearing & Settlements

Quality Assurance

Internal Audit

Process Improvements

Payment Operations

Relationship management

Multi-Tasking

Team Management

MS office

Accounts Management

Business Analytics

Trainings

Asset Operations

Research

Credit Underwriting

Regulatory Reporting

PROJECTS

Go-Live of Operations Department @HDFC Bank Ltd.

Go-Live of KYC/AML process, Loan Ops process, Client Instructions process @ HDFC Bank Ltd

Worked on project "Capacity Utilization" @ Deutsche Bank.

HONORS & AWARDS

Star Award @ HDFC Bank Ltd(June-2013,May 2014,Sep 2015 and June 2016)

Team of the Quarter- Q2 @ Deutsche Bank AG(June 2011)

Employee of the month @ Deutsche Bank ((Aug 2010)

CERTIFICATIONS

Business Analytics(IMS Proschool, Bangalore)

Blockchain and Bitcoin Fundamentals(Udemy)

Digital payments(Udemy)