

# Amirreza Nezami

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## FCRM / FINANCIAL CRIME RISK ANALYST | CANDIDATE

AML/ATF | Reporting Support | Process Tracking | Risk Escalation | Documentation Quality | Data Analysis

FCRM-focused candidate with 2+ years of documentation-control, reporting, workflow tracking, and stakeholder coordination experience, supported by AML/FCRM training and case-based financial crime practice. Skilled in reviewing records, identifying gaps and non-standard items, maintaining audit-ready trackers, coordinating SLA-driven follow-ups, and escalating documentation or process risks. Trained in AML/ATF, sanctions awareness, STR/LCTR concepts, FINTRAC awareness, internal controls, and regulatory awareness.

## CORE SKILLS

FCRM Operations, AML/ATF, Reporting Support, Data Analysis, Process Tracking, SLA Management, Risk Escalation, Documentation Quality, Operational Controls, Confidential Information Handling, Stakeholder Coordination, Research Support, Summary Preparation, Process Mapping, Regulatory Awareness, Internal Procedures, Excel, Word, Outlook

## EXPERIENCE

**Project Administrator** | HSA Inc., Richmond Hill, ON | Jan 2024 - Present

- Reviewed workflow records, documentation gaps, exceptions, and non-standard items across 4+ stakeholder groups, escalating issues requiring correction, clarification, or follow-up.
- Maintained audit-ready logs, trackers, status reports, and structured updates, reducing reporting errors by approximately 30% and improving traceability across concurrent files.
- Validated information completeness, monitored outstanding items, and coordinated SLA-driven follow-ups to support documentation accuracy, process control, and stakeholder communication.
- Supported reporting routines and issue tracking by organizing records, identifying recurring gaps, and preparing clear updates for management review.

**Financial Services Client Support Representative** | TAT Investing Co. / Ayandeh Bank | Jan 2019 - Aug 2021

- Verified customer identity and reviewed account-related information before disclosure, supporting confidentiality, accuracy, and identity-risk control.
- Handled high-volume account, service, and transaction-related inquiries while documenting interactions, follow-up actions, and unresolved items.
- Escalated incomplete, unusual, sensitive, or unresolved cases to appropriate internal teams based on defined financial-service procedures.

**Digital Process & UX Research Analyst** | Hami Ofogh Farda | Sep 2021 - Sep 2023

- Analyzed user behaviour, workflow patterns, feedback data, and digital workflows to identify process gaps, recurring issues, and documentation needs, supporting structured recommendations with accurate, traceable findings.

**AML/FCRM CASE PRACTICE & PORTFOLIO** | Independent Case Practice | 2026 – Present

- Reviewed simulated AML/FCRM scenarios and prepared case-style notes covering transaction red flags, customer profile inconsistencies, sanctions indicators, documentation quality, and close/escalate rationale.

## EDUCATION & CERTIFICATIONS

- Anti-Money Laundering Certification, Coursera, 2026
- Suspicious Transaction Reporting, Coursera, 2026
- Banking and Insurance Fundamentals: AML, KYC, Risk & Compliance, LinkedIn Learning, 2026
- Mastering Financial Compliance and Anti-Money Laundering, LinkedIn Learning, 2026
- B.Sc. Industrial Engineering, Systems Planning & Analysis, Azad University