



301-515-2093

velma-keese@email.com

Baltimore, MD

## EDUCATION

### Bachelor of Science in Finance

University of Maryland at College Park,  
United States

2020 - 2024

- **Graduated:** May 2024
- **Honors:** Dean's List (all semesters); magna cum laude
- **Relevant Coursework:** Financial Regulations and Compliance, Risk Management, Financial Statement Analysis, Corporate Finance, Banking Operations

## SKILLS

- Regulatory Compliance
- Auditing and Reporting
- Attention to Detail
- Analytical Thinking
- Problem-Solving
- Microsoft Office Suite
- Financial Modeling

# VELMA KEESE

## BANK COMPLIANCE OFFICER

## PROFESSIONAL SUMMARY

Recent graduate with a Bachelor's degree in Finance and a strong foundation in regulatory compliance, risk management, and financial analysis. Highly organized and detail-oriented, with excellent analytical and problem-solving skills. Seeking an entry-level position as a Bank Compliance Officer to apply academic knowledge and develop professional expertise.

## EXPERIENCE

- June 2023 - August 2023

### Compliance Intern

CapitalTrust Bank / Washington, D.C.

- Assisted in reviewing and updating the bank's compliance policies and procedures to ensure adherence to federal and state regulations.
- Conducted compliance audits and risk assessments, identifying potential areas of non-compliance and recommending corrective actions.
- Supported the development and implementation of compliance training programs for bank employees.
- Monitored daily transactions for suspicious activity and reported findings to the compliance manager.
- Prepared detailed reports on compliance activities and audit results for senior management.

## CERTIFICATIONS

- June 2024 - Now / Bloomberg Professional Services

### Bloomberg Market Concepts Certificate

- April 2024 - Now / Anti-Money Laundering Foundations

### AML Certificate

## PROFESSIONAL AFFILIATIONS

- 2021 - 2024 / Member

### Finance and Banking Association (University of Maryland)