

 (415) 555-7890

 alice.williams@gmail.com

 San Francisco, CA

EDUCATION

Bachelor of Science in Finance

California State University, Graduated:
May 2025

Minor: Business Administration

- Relevant coursework: Financial Regulations, Risk Management, KYC Compliance, Anti-Money Laundering (AML), Corporate Finance, Financial Crime Prevention.
- Senior Thesis: "The Impact of KYC Regulations on the Prevention of Financial Crimes in the U.S. Banking Sector."

Certifications

- **Introduction to KYC & AML Compliance**, Coursera — - Certified: April 2023
- **Financial Crime and Compliance Management**, Udemy- — Certified: January 2023

SKILLS

- KYC Documentation Review
- AML Regulatory Knowledge
- Customer Risk Profiling
- Financial Regulations and Compliance
- Proficient in Excel and Google Sheets
- Research and Analytical Skills
- Strong Communication Skills

AWARDS

- Dean's List — Fall 2023, Spring 2024
- Finance Club Member of the Year — 2023

HOBBIES

- Finance Technology
- Travel

ALICE WILLIAMS

KYC ANALYST INTERN

PROFESSIONAL SUMMARY

Motivated and detail-oriented recent graduate with a strong academic background in finance and a keen interest in compliance and risk management. Skilled in KYC procedures, AML regulations, and customer due diligence, with hands-on internship experience in financial compliance.

EXPERIENCE

- June 2025 - Now

KYC Analyst Intern

Wells Fargo / San Francisco, CA

- Verify customer documentation, ensuring all information is accurate and aligned with Anti-Money Laundering (AML) regulations.
- Conduct preliminary risk assessments based on customer profiles, transaction history, and other available financial data.
- Prepare KYC reports for senior compliance officers, contributing to comprehensive risk management and audit processes.
- Maintain and update KYC databases to ensure timely and accurate record-keeping.

- September 2022 - May 2023

Student Volunteer

California State University – Finance Club / San Francisco, CA

- Participated in financial compliance workshops focusing on KYC/AML regulations, equipping club members with industry-relevant knowledge.
- Collaborated on research projects, analyzing the latest developments in financial crime prevention and regulatory practices.

PROFESSIONAL DEVELOPMENT

- / Financial Compliance Institute, Attended: January 2023

AML Best Practices Webinar

- Focused on the latest trends and best practices in anti-money laundering compliance and financial crime prevention.