

MOHAMED IBRAHIM ABD EL-FATTAH

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PERSONAL INFORMATION

Date of Birth : February 15. 1984

Nationality : Egyptian

Military Status : Exempted

EDUCATION

2001-2004 Ain-Shams University Cairo, Egypt

- B.S. in Commerce, Accounting Department.
- **Grade: GOOD**

SKILLS

- 1- Team player with the ability to work independently and under pressure for meeting deadlines.
- 2- Ability to summarize technical problems and solutions using logical approach.
- 3- Excellent presentation and communications skills.
- 4- Business Administrative skills.
- 5- Strong sense of responsibility and self-motivation.
- 6- Strong leadership and have excellent organization.
- 7- Using SQL query language.
- 8- Computer Skills:
 - Excellent Knowledge of Windows & office
 - Very Good Knowledge of Power Point.
- 9- Language Skills:
 - Native language: Arabic.
 - Very good command of both written and spoken English.

CERTIFICATS

- 1- Credit Certificate (Final grade 94%)
- 2- Anti-money laundering & combating financing of terrorism program.
- 3- Modern trends in letter of guarantee & the Documentary credits.
- 4- Compliance, Financial security, FIDES & Fraud advanced training.
- 5- Internal Customer service with excellence.
- 6- Interpersonal Effectiveness.

OBJECTIVE

Seeking a challenging position, which meets my skills in addition to my educational skills in a reputable company where my academic background and interpersonal skills are well developed and utilized.

EXPERIENCE

1- Credit Agricole Egypt Bank (From November 2008 till present)

A- Department: **Operations Risk Management & Permanent Control**

(Operations Risk Manager & Senior Permanent Controller)
From April 2020 till present

Duties

- Update OR mapping for areas under my supervision and ensure to include new activities/processes/risks and follow-up mapping O/S action plans and update KRI for departments under my custody.
- In addition to the normal assessments of departments, revisit, and enhance matrices under my custody and create new controls for risky areas.
- Follow up of Permanent Control action plans for red & orange ratings, ensuring that 2.1 levels are providing timely their action plans and PC monitoring them and Identify areas that need thematic missions to proceed with their reviews. Ensuring independency of 2.1.
- Efficient contribution in providing PC opinion and risk assessment of different NAPs and policies and procedures as requested.
- Ensure the continuous adequacy to CBE circulars, and controls are regularly reviewed on a 100% sample with evidence in place.
- Enhancements with the anti-attrition 2.1 controller regarding the controls over anti attrition for more automation.
- Close Audit reco's under my custody.
- Timely & efficient contribution in committees & reports (ICC, Audit + Annual & Semi-annual report + Quarterly highlights report + Acc. Control Committee).
- Identify areas that need thematic missions to proceed with their reviews

B- Department: Operations Analysis & Control

(Operations Internal Controls Officer)

From March 2018 till April 2020

Duties

- Review End of day exceptional log reports IC, CL modules and calculation errors.
- Conduct daily controls over balances exist in EOD suspense accounts & inter-branch GLs and coordinate corrective actions-if required.
- Perform ongoing control over owned GLs ending with quarterly Substantiation.
- Monitor against nature CASA balances.
- Control customer's unclaimed amounts.
- Monitor any difference related to product VS GL and ensure applying the proper system change or corrective action for the Owned GLs.
- Assist all operations depts to investigate, identify and rectify GLs differences vs. related products.
- Assist operations to control against nature CASA balances.
- Control rejection upload GILs related to all bank interfaces in coordination with the responsible dept.
- Perform daily control over future dated transactions & coordinate the corrective actions-if applicable.
- Monitor and control granted waivers, applicable charges, special pricing and its expiry dates.
- Conduct clean-up exercises for existing products and GLs in coordination with concerned parties.
- Generate control reports for special pricing to ensure that rate variances are approved according to LOBs' delegation matrix.
- Apply needed operational controls across different operational transactions.
- Investigate & report any system incidents to mitigate any potential operational losses.
- Responsible to apply different operations control to ensure proper monitoring on different bank products and place adequate control on bank charges waivers and refund.

C- Department: Compliance and Financial Security (Anti Money laundry and Fraud prevention officer)

From January 2016 till March 2018

Duties

- Analyze the alerts generated from the relevant screening system based on the review of the customer's profile.
- Activity and overall account behavior in liaison with the respective RM / branch of account.
- Refer to different LOBs to collect required feedback for transaction justification.
- Assess the response of different LOBs with regard to the transaction justification.
- Obtain documentary proof of suspicious transactions and ensure effective record keeping of cases reported to EMLCU.
- Raise suspicious transactions reports (STRs) as applicable and where required to head of Anti Money laundry and head of compliance and financial security department.
- Taking into consideration the local AML law and the regulations / guidance issued by EMLCU upon the analysis and review of the suspicious transactions / activities.
- Analyzing the fraud alerts and prepare/send the final fraud report / email that should include case description investigation /analysis conducted and provide recommendations and actions to be taken (as applicable) to FPH before circulation.
- Handling the administration work of monthly reporting, follow up on other administration issues assignments.
- Executing the monthly, quarterly, semi-annual and annual 2.2 anti-fraud controls.
- Communicating the newly discovered / detected fraud attempts, techniques and the related preventive measures to the concerned parties.
- Coordinating with permanent control, legal and Gad to ensure timely reporting of fraud incidents in line with FPU procedure and CASA group standard operating procedures.
- Detecting the various categories and types of fraud, and consolidating the fraud incident in prevented and non-prevented fraud database in order to highlight the fraud trends to the fraud committee member.
- Identifying fraud risk while reviewing the policies and procedures subject to validation by the P&P committee.
- Updating the control matrix based on FPU risk mapping assessment, audit recommendations, deficiencies identified from fraud incident.
- Implementing measures for detecting attempted fraud and suspicious transactions through different IT queries.
- Reporting to DDC- fraud alert the incident in accordance with the rules/criteria set in-group alert procedures.
- Conducting the field investigation and interrogation.
- Assessing FPH in preparing the Annual control reports, Anti-Fraud committee presentation with the required statistics.
- Highlighting fraud risk in IT system and access controls based on fraud incident analysis/investigation to IT security department.
- Organizing regular meetings with fraud correspondent team.

EXPERIENCE

D- Department: Trade Finance Operation (Letter of Credit officer)

From August 2012 till January 2016

Duties

- Preparing swifts for identified discrepancies and checking documents.
- Preparing payments swifts and related entries.
- Monthly statements of clients.
- Preparing of swifts replying to correspondents.
- Contacting and replying branches for inquiries.
- Preparing payment requests and obtaining proper approvals and follow up obtaining insurance evidence.
- Preparing monthly and daily CBE reports, and monthly, quarterly reports to financial administration.

E- Department: Trade Finance Operation (Letter of Guarantee officer)

From November 2008 till August 2012

Duties

- Preparing, handling of issuance outward/inward foreign guarantees, extension, confiscation, decrease, others amendment and cancellation of foreign guarantees.
- Creations and modifications of swifts message related to foreign guarantees.
- Settlement our commissions from reconciliation Department.
- Follow-up and recorded all maturities regarding counter guarantee's commission.
- To provide clients/correspondents with scanned copy/emails of their opened outward/inward guarantees.
- Follow-up on a weekly basis the list of L/G's expired since 15 days.
- Follow-up extensions of supplier's guarantees favor of CAE.
- Archiving of closed to be implemented quarterly, closed files retained not to exceed 3 months.
- Microfilming all dox related to counter guarantees.
- Review quarterly statement (physical checking).

EXPERIENCE

2- From July 2005 Till November 2008

Symantec Corporation (Multinational IT Company) www.symantec.com

- **Administrative Manager** (Egypt, Jordan, Lebanon& Yemen)
- Work closely with the MENA team to help them achieve the company target and increase the revenue by providing any facilities and supports.
- Following the large deals in the territory and know what are the problems to find the good solution to close these deals.
- Sales force entry and updates.
- Updating the pipeline from the partners on a weekly basis.
- Doing the eSPAs for our Distributors.
- Helping in events or seminars when held in our territory.

3- From September 2004 Till June 2005

Egyptian American Bank

- At Letter of guarantees Department (Counter&Local) for six months.

At FIDBC Department (Letter of credit) for four months.

INTERESTS

Reading, Music, Swimming, Walking and drawing

References Furnished Upon Request