


CURRICULUM VITAE

Joysten Valerian Lewis

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Objective:

Seeking a position where my knowledge can be shared and enriched, a career opportunity where I can apply my learning. I would like to have an opportunity to contribute effectively for the growth of organization for which I am sure, will in turn contribute to my personal and Professional growth.

To work in a challenging and creative environment, which will help me to explore my skills in an effective way, working towards achieving the goals of the organization with career growth and to become a leader in my area of work.

Professional Strengths:

- Good team spirit and willingness to learn.
- Positive thinking and Running to new Technology.
- Ability to understand and implement according to the requirements.
- Willing to work hard anywhere with self-confidence.
- Enthusiasm to learn new concepts.
- Trained in Accounts Payable and Receivable.

Technical Skills:

- Anti-Money Laundering
- KYC
- Credit-card fraud,
- Financial Risk Analytics
- Corporate Finance
- AWS Machine Learning Basics

Tools

- MS Office Tools
- IBM Enterprise Content Management
- Synergy
- Moody's Risk Analyst
- Tally ERP 9
- Right Fax

ACADEMIC CHRONICLES:

| Name of Course | Name of Institution | Board/University | Year of Passing | Result |
|-----------------------|--|--------------------------------------|------------------------|---------------|
| B. Com | Saint Mary's Syrian College, Brahmavar | Mangalore University | 2017 | 59.16% |
| P.U.C (Commerce) | St. Mary's Syrian P.U College, Brahmavar | Karnataka Secondary Education Board. | 2014 | 60.83% |
| SSLC | Govt High school, Brahmavar | Karnataka State Board | 2012 | 66.08% |

PROFESSION EXPERIENCE:

1. Process Associate - Capgemini India Pvt Ltd (June 2018-April 2021)

Achievements:

Awarded as Rising Star in team for the FY of 2018 & 2020

Roles & Responsibilities:

- **Business Process Outsourcing(BPO) and Customer Service in Banking.**
- **Scrutinizing the Financial Documents, Balance sheets and other supporting financials submitted by the individuals and companies in Canada.**
- **Analyzing the Financial statements, that is Balance Sheet & Income/Expense statement from annual reports & inputting the data into Moody's Risk Analyst (MRA) based on the prescribed procedure banking guidelines of Canadian GAAP (Generally Accepted Accounting Principles) and reconciling.**
- Trained and Worked on **Anti Money Laundering and KYC** for a small duration of time.
- Performance Quality check on the spreads completed and ensuring perfect ratio being arrived at the end.
- Rectifying the errors which are occurred in Financial statements by providing solution for the ensuring that 99.5% SLA (Statutory level Agreement) is achieved which is sent across to the client.
- Assisting the peers through handling the queries in the team and providing updates on new terminologies as per client requirement.
- Assigning work to the team members.
- Providing trainings to the new joiners in the team.
- Maintaining daily, weekly and monthly reports and send to client and management.

2. Assistant Accountant - Ankhor Associates (October 2017- May 2018)

Responsibilities:

- Working as an assistant accountant.
- Constantly interact with various team members for any work-related items.
- Directly reported to the Owner of the firm.
- Worked on Accounting and tax compliance of the firm.

Hobbies and Interest:

- Playing Football, Cricket, Shuttle Badminton, Volleyball.
- Listening to Music.

Extra-Curricular Activities:

- Represented the college football team for Inter college tournaments.
- Represented the college football team for “Mangalore University Inter Collegiate Football Tournament For Men (UDUPI ZONE)2016-17” at Pompei College Aikala.
- Participated in the “COMBINED ANNUAL TRAINING CAMP2014/15” held at Sri JCBM College Sringeri.
- Participated in “The International Day of Yoga” organized by National Cadet Corps Directorate of Karnataka & Goa on 21 June 2015.
- Passed in the ‘B’ Certificate Examination with ‘B’ grade held in 2016 of NCC under the authority of Ministry of Defense, Government of India.

Personal Details:

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|-----------------------------|---|
| Date of Birth : | 29 Sep 1996 |
| Gender : | Male |
| Passport Number : | R3930823 |
| Visa Status / Type : | Valid / Sgl L. Term Entry Permit Visit/Tourism |
| Date Issued : | 28/09/2021 |
| Entry Permit No. : | 301 / 2021 / 77/0465672 |
| Languages known : | English, Hindi, Kannada, Konkani & Tulu |
| Nationality : | Indian |
| LinkedIn Profile : | https://www.linkedin.com/in/joysten-lewis-203484148 |

Vaccination Details:

| | |
|-------------------------------|-------------------|
| Fully Vaccinated: | Yes |
| Vaccine Reference ID : | 75847409275630 |
| Vaccine Name : | Covishield |
| 1st Dose : | 11 June 2021 |
| 2nd Dose : | 03 September 2021 |