



MANOJ LADKANI

TRADE FINANCE SERVICES SPECIALIST

Dubai, United Arab Emirates | +971-50-6560163 | ml2ladkani@gmail.com

PROFESSIONAL SUMMARY

Ambitious and motivated banking professional with over 25 years of hands-on experience in trade finance services including practical knowledge of related regulations and strong in-depth customer service skills. A result oriented professional with a proven track record with leading banks in UAE. Handy problem solver with great communication, analytical, interpersonal and management skills.

SKILLS

- Knowledge of International Trade Finance services and certification in UCP-600 regulations and practical application thereof
- Hands on experience with banking and trade finance system such as Finacle, SharePoint, Trade Wind, Swift Alliance, FTS – UAE central Bank System, Mosaic, Global FS, Mysis – Trade Services Platform
- Knowledge of Microsoft Office
- Strong product knowledge and good understanding and awareness of any operational risks in my area of expertise

WORK HISTORY

EMIRATES ISLAMIC BANK

Manager - Middle Office (Trade Specialist) / Dubai, UAE / January 2019 – July 2020

- Monitoring of daily operational transactions and activities. Preparation of MIS and Reporting activities to Head of Business Banking.
- Ensure compliance of policies and procedures and maintaining internal controls. Reporting/ highlighting/ escalating deviations or exceptions.
- Enhance, improve ongoing procedures and rewrite new processes. Recommend updates and process changes as required. Report/ highlight any risks noted throughout the process.
- Maintaining error register and providing resolution to recurring incidents.
- Carry out necessary follow up reviews and approvals from all stakeholders.
- Monthly meetings with all internal stakeholders (Credit, Product, Operations) to improve quality and process enhancement.
- Strict adherence to Central Bank's policies, and internal Credit and compliance policies. Working closely with Credit and business team to resolve operational risk.

NOOR BANK

Corporate Service Manager (CSU -Middle Office) / Dubai, UAE / July 2015 – March 2018

- Delivering customized solution to Corporate Customers through innovative GTS solutions.
- Assisting Corporate/ SME customers in all trade transaction collection documents/LC/factoring ensuring end to end processing of documents and updating RMs accordingly.
- Assisting export related clients to prepare compliant documents for negotiation/collection □ Ensure strict compliance to policies and procedures as per SOP.
- Provide guidance in completion of KYC, Risk Assessment, Client Due Diligence, record-keeping and Suspicious Transactions Monitoring & Reporting based on UAE Federal Laws & Regulations.

Trade Sales & Services Officer / Dubai, UAE / January 2014 – July 2015)

- Holding trade training sessions for Relationship Managers and clients, for a better understanding of trade products and operations and structuring of facilities.
- Identifying new business opportunities for the unit and improving procedural efficiency.
- Cross-selling trade products.LC, Guarantees, Export bill financing, Import/ Export collections.
- Further deep selling trade facilities and usage along with other asset and liability products to clients visited. (Corporate & Consumer products)
- Give product presentations to customers at multiple levels.

COMMERCIAL BANK OF DUBAI

Trade Finance Officer /Dubai, UAE / April 1992 – December 2013

- Handling various processes including checking/correction of documents and amendments in a transfer L/C, operational risk management, activation and release of Swift MT720s and other messages, scrutiny of assignment proceeds etc.
- Working with the UAE Central Bank FTS Edge system on various transactions including payments, charges, commissions etc. Along with daily activation of transactions, settlement, liability booking & reversals.
- Ensuring all trade transactions are fit to process through verification. Compliance and adherence with all AML policies.
- Screen new and existing business for compliance with AML/CFT requirements, Sanctions through use of World Check, Acuity, Public Domain/Internet Research and communicate with the Regional Managers and Corporate Heads.
- Fraud & suspicious transactions monitoring via system alerts, queries/notifications from correspondent banks & Central bank of UAE.

CERTIFICATION

- Successfully completed UCP600 (All Parts) – Certified on August 14, 2010
- Basics of Documentary Credits, Guarantees and Collection
- International Trade Finance
- Successfully completed an advance training course in Anti – Money Laundering

- Successfully completed Introduction to Operational Risk – Certified on August 14, 2010
- Attended “The Latest International Standard Banking Practices” at Dubai Chamber of Commerce
- Successfully completed the Spearhead Training Course entitled “TEAM BUILDING”

EDUCATION

Higher Secondary, *Gems Education*

HOBBIES / INTERESTS

Bowling, Off Road Driving, Travelling, Music & Entertainment

PERSONAL DATA

Date of Birth: 4th February 1969

Languages: English, Arabic, Hindi, Urdu, Sindhi, Gujarati