**ERNIE E. AVENIDO**

Fiesta, Tabun, Mabalacat City, Pampanga

Erns.Avenido@gmail.com

Contact No.: 09916859836/09772491134

**OBJECTIVES:**

To apply my knowledge and skills in actual performance acquire a position that is suited for my personal qualification and to gain professional experience to serve you better towards the company's success with high regards and atmost sincerity while meeting the company's success.

**KEY SKILLS**

* Strong Passion and knowledge for cryptocurrency and decentralize finance since 2018
* Trader by experience in Forex, Crypto and Stock Market Trader since 2016
* Forex Market trading skills acquired through years of experience and knowledge to both markets including Professional classes attended for Basic and Advance trading Masterclass.
* Freelance Videographer, Photographer for company events, weddings and parties.

**EDUCATIONAL BACKGROUND**

**TERTIARY**

**Course : Bachelors Degree in Information Technology**

 **Asian Institute of E-commerce**

2010-2014

**WORK EXPERIENCE**

**Cryptocurrency Onboarding Specialist (Fintech) –**(April 2023 - Dec 2024)

MVP Asia Pacific Inc.

Clark Freeport Zone, Pampanga

Task and Responsibilities

* Conduct KYC and KYB onboarding and due diligence to existing accounts and potential clients validation (Onboarding Verification) under regulatory matrix                      for Whitelisted and Restricted Country.
* For KYC, validation of proof of residence, Passport and ID's, Source of Funds and Wealth, Bank statement, Professional Investor Proof, Right of Abode and legal docs.
* For KYB, validation of Operating Address, M&AA, NAR1, Certificate of Incorporation, Business Certificate, Incumbency, Directors, Shareholders, Authorized signors and dealers, SOF, Professional Investor Proof, and many more.
* Identify, record, resolve False, Potential, Positive hits for clients name screening via Worldcheck.
* Execute the activities in the Client Onboarding process, inclusive of account opening for KYC and KYB                        documents bound with legal and regulatory requirements.
* Do end to end transaction process from client Onboarding process up via Ops portal, salesforce, google sheets to account validation, docusign, jumio, slacks, telegram, WhatsApp.
* Review Clients documents and ensure all documents submitted satisfy the required standards for KYC, AML, Sanctions before onboarding.
* Set on a daily, weekly, monthly meet with the team to ensure that KPI’s are met.
* For compliance review and approval, safeguarding clients privacy and documents are the top priority under relevant laws and regulations.

**KYC Onboarding Specialist (Fintech) –** (Sept 2021- August 2022)

GPC Infinite Inc.

San fernando City, Pampanga

Task and Responsibilities

* Conduct KYC procedure and due diligence to existing accounts and potential clients validation (Onboarding Verification) under regulatory matrix for Whitelisted and Restricted Country.
* Validation of residence proof, Passport and ID's, bank statements, Right of Abode, source of funds and authenticity of all documents client submitted.
* Do end to end transaction process from client Onboarding process up to setting up the CRM ( Salesforce, Trading Account, Telegram, Emails, Log in credentials).
* Identify, record, resolve False, Potential, Positive hits for clients name screening via Worldcheck.
* Review Clients documents and ensure all documents submitted satisfy the required standards for KYC, AML, Sanctions before onboarding.
* For compliance review and approval, safeguarding clients privacy and documents are the top priority under relevant laws and regulations.
* Set on a daily, weekly, monthly meet with the team to ensure that KPI’s are met.

**Forex** **KYC Specialist/ Webcast Support** (April 2020-January 2021)

Learn to Trade Philippines- Greg Secker

W High Street Building, 2nd Floor 28th Street corner 11th Avenue, Taguig, Philippines

Task and Responsibilities

* Coaching clients on how to use the MT4, MT5, SmartCharts trading platform for currency, stocks and commodity trading.
* Technical and Webcast support for client’s attending Online scheduled classes for Learning Forex, Advance traders and Master classes.
* Execute the activities in the Client Onboarding process, inclusive of account opening and KYC documents bound with legal and regulatory requirements.
* Execute resolutions via live chats, emails, tickets, phone calls to clients for technical issues on SmartCharts platform, subscriptions and upgrades.
* Provide technical and fundamental coaching to client’s for basic to advanced trading skill sets.
* Provide market research, forecast, feedback to clients who trades with the financial market.
* Used of CRM like Salesforce, Livechat, Webinars, Teamviewer or Anydesk, Stripes, Ring Central, and Trackers for client identification documents, payments and  online courses.
* Managing social media channels like facebook, twitter, instagram, Youtube using Hootsuite and Zendesk for replying to client inquiries, comments and complaints on forex websites.
* Do end to end transaction process

**Forex Technical Analyst/ Onboarding Specialist** (July 2017 to April 2018)

International Branding Development

ClarkField Freeport Zone, Angeles City

Task and Responsibilities

* Technical support to clients on how to navigate and execute trades using the Trading platform(MT4, MT5).
* Provide market research, forecast, feedback to clients who trades with the financial market.
* Execute resolutions via live chats, emails, tickets, phone calls to clients for technical issues on the trading platform, subscriptions and used of CRM like Salesforce, Livechat, Webinars, Teamviewer, Zendesk for client identification documents, online courses and inquiries.
* Do end to end transaction process from client Onboarding process up via portal to account validation.
* Review Clients documents and ensure all documents submitted satisfy the required standards for KYC, AML, Sanctions  before onboarding.
* Set on a daily, weekly, monthly meet with the team to ensure that KPI’s are met.
* For compliance review and approval, safeguarding clients privacy and documents are the top priority under relevant laws and regulations



**PERSONAL PROFILE**

Date of Birth : March 28,1991

Height : 5’7

Civil Status: Single

Religion : Christian

Nationality: Filipino

**ACHIEVEMENTS AND SEMINAR ATTENDED**

● Best in Drafting (Secondary)

● Best in Web Development(Tertiary)

● E-commerce Blog Convention(Tertiary)-2012 (Crossroad 77 Convention Center)

● Business Process Outsourcing Training(Tertiary)-2010

● Insurance Agent Training

              ( Beneficial Life Insurance located at San Fernando Pampanga-2012)

● Learn to Trade Convention Seminar by Greg Secker

             (Widus Hotel Clark Pampanga-Nov.13,2017), (Trading Center of Excellence 11th Avenue BGC-June 20,2018)

● Attended 3 Days Forex Course/Trading Psychology with Learn to Trade Philippines, UK, Australia.

             - Learning the 5 Professional Trading Strategies, risk management, capital investments,

             - Trading psychology

             - Live forex trading application and additional analysis on the 3 day course

● Attended Master Trader Course with Learn to Trade UK

              - Learning Intraday Master class for additional 13Professional trading strategies for Master trader, trading psychology, risk management

              - Live Forex trading application of all technical and fundamental strategies on the said course

 ● Attended Stock and Indices Course with Learn to trade UK

             - Learning stocks indices and commodities trading strategies for both technical and fundamental analysis, financial statements, assets and liabilities, price earning ratio

             - Live trading application and the said course

**CHARACTER REFERENCE**

**Jessie Rey Narciso**

HVP Human Resource Manager

jessie.narciso@offshorvemvp.com

**Alvin Distor**

Client Experience Manager

alvin.distor@offshoremvp.com

**Cathrina Michelle Robinson**

Sutherland Team Manager

09167414961

*I hereby declare that information provided by me in this application for employment is true, correct and complete to the best knowledge and understanding.*

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 Applicants Signature