

LINDA AKE

LEGAL/COMPLIANCE ASSOCIATE

CONTACT ME

ABOUT ME

 08162038780

 akelinda24@yahoo.com

 Abuja, Nigeria

A dedicated Legal and Compliance Associate with 5 years of experience in providing comprehensive legal support and ensuring corporate adherence to regulatory standards. Expertise in contract review, corporate governance, risk management, and regulatory compliance across various industries. Skilled at interpreting legal frameworks, drafting policies, and advising on risk mitigation strategies. Proven ability to work collaboratively with cross-functional teams to uphold legal integrity and protect business interests.

LEGAL RESEARCH & ANALYSIS

- CONTRACT DRAFTING & NEGOTIATION
- REGULATORY COMPLIANCE AUDITS
- CORPORATE GOVERNANCE
- ANTI-MONEY LAUNDERING (AML)
- DATA PRIVACY (GDPR, NDPR)
- SECURED ONBOARDING PROCESS
- STRONG INTERPERSONAL & COMMUNICATION SKILLS

CUSTOMER DUE DILIGENCE

Customer due diligence is the process of collecting information on a customer and evaluating the risks imposed on the business.

The process involves Identifying the parties with control over the customer, particularly the ultimate beneficial owner and verifying their identities through documentation such as passports and utility bills for individuals and constitutional documents for companies.

YOU MAY HEAR THIS PROCESS BEING REFERRED TO AS:

KYC = Know your Customer
KYB = Know your Business
KYI = Know your Investors
AML = Anti-Money Laundering
ID&V = Identification and Verification

There is a checklist for Know your Customer i.e. B2C which are:

Name
Address
Contact details
Proof of identity
Proof of address
Additional government or state-issued IDs

KEY COMPETENCIES

- Legal Advisory: Providing accurate legal advice to ensure business operations align with the law.
- Contract Management: Drafting, reviewing, and negotiating commercial agreements, NDAs, employment contracts, and other legal documents.
- Regulatory Compliance: Ensuring adherence to regulatory standards, particularly in sectors such as banking, insurance, and technology. Designing the compliance plan and the activities of the company.
- Corporate Governance: Advising on best practices for governance structures and reporting obligations.
- Risk Management: Identifying and mitigating legal and compliance risks.
- Policy Development: Designing and implementing company-wide policies to promote legal and ethical compliance.
- Data Protection & Privacy: Advising on data protection issues and compliance with laws such as the GDPR.

KEY PROJECTS

1. Corporate Compliance Overhaul.

Led the legal and compliance team in reviewing and overhauling corporate compliance policies, resulting in a 15% reduction in regulatory penalties and improved operational efficiency.

2. Data Protection and Privacy Initiative

Spearheaded the implementation of a comprehensive data protection policy for a financial services client, ensuring compliance with NDPR and GDPR, and reducing risk exposure related to data breaches.

ANTI-MONEY LAUNDERING (AML)

Money Laundering is the process of making large amounts of money that have been made from carrying out illegal activities such as drug trafficking appear to be legitimate.

There are three main steps to the laundering process, which are:

Placement: placing the illegal (dirty) money into the financial system, usually by way of a bank deposit.

Layering: carrying out several transactions and accounting tricks to make it more challenging to identify the original source.

Integration: Integrating the illegal money back into the financial system as 'legal (clean money by withdrawing it from bank accounts to spend on usual day to day things.

There is also a checklist for Implementing an effective AML Program