

# YOUSSEF J. SALEH

## **EDUCATION**

### **Rutgers Law School – Newark, Newark, New Jersey**

*Juris Doctorate, May 2015*

**Courses:** Corporate & Political Corruption, Business Associations, Federal Income Tax, Hedge Funds, Commercial Law, Copyright & Trademark

**Honors:** Rutgers Law Class of 2015 Commencement Speaker, President of the Student Bar Association, Business Law Review Senior Editor, Research Assistant to International Human Rights Attorney Elizabeth Wilson

**Activities:** Rutgers Law Veteran's Pro Bono Program Assistant Director, Public Interest Law Foundation Treasurer

### **Rutgers, The State University of New Jersey, New Brunswick, New Jersey**

*Bachelor of Arts in Political Science & Middle Eastern Studies, Minor in Economics, May 2011*

**Honors:** President of the Rutgers University Student Assembly, White House National Campus Leadership Council, Cap & Skull Senior Honor Society, Rutgers Most Distinguished Man of the Year Finalist, Deans List, Middle Eastern Studies Departmental Honors

**Activities:** Kappa Sigma Fraternity Founding Father, Amnesty University Radio Co-Host and DJ WRSU 88.7 FM, Rutgers University Police Department Community Service Officer, NJ Senate Majority Office Intern

## **EXPERIENCE**

### **J.P. Morgan Chase, New York, New York**

*Senior KYC Officer, Associate – Commercial Bank, January 2017 – Present*

Architect and Chairman of the Quality Council and Quality Reading Program whose mission is to enhance quality across the organization and spearheaded weekly Quality training for over 100 KYC Officers, overseas partners, and consultants, which was integral in enhancing the quality of KYCs and the ultimate removal of the consent order from the OCC. Pioneered market-based error 'micro-targeting' with advanced excel data and trend analysis to increase first time pass rates from 20% to 83% for the year. Partnered with GFCC, Change Readiness, Senior Leadership, to identify issues and procedural gaps. Managed CCBSI Real Estate team pipeline, remediation, and client diligence for one of the largest global corporate commercial bank clients, and the most complex fund portfolios within the JPM Commercial Bank. Completed over 153 KYC records, the most within CCBSI Real Estate. Worked alongside the Banker and sales team on client visits. Participated in Executive conference calls, and provided enhanced market based reporting for monthly Business Reviews with the CCBSI's national leadership.

### **J.P. Morgan Securities, Brooklyn, New York**

*Business Analyst Consultant – Client Onboarding Group, November 2015 – January 2017*

Managed and provided strategic guidance to the Financial Sales Team, Compliance, and Quality Control in onboarding clients both domestic and abroad, in accordance with Global Wealth management standards and account opening policies. Clients ranged from individuals to multi-level complex entities. Remediated high risk existing JPMS Brokerage accounts in accordance with federal regulations and JPMS policies. Worked closely with management team in drafting and implementing business process. Trained team members and new hires on client boarding.

### **Jersey City Department of Law, Jersey City, New Jersey**

*Law Clerk, September 2015 – November 2015; May 2014 – August 2014*

Assisted with the preparation of contracts and leases, defending the City in litigation such as Civil Rights actions, employment suits, and tort claims, draft and review ordinances and resolutions for City Council, negotiation labor contracts and bring a affirmative lawsuits. Also represented and argued on behalf the City at PERC hearings, drafted citywide internship protocols, and provided legal guidance to the City Council.

### **Rutgers Federal Tax Clinic, Newark, New Jersey**

*Student Attorney, August 2014 – May 2015*

Represented clients in tax related controversies, including interviewing, counseling, conducting factual investigations and legal research, negotiating with the IRS, and conducting Tax court mock trials, and assisting clients facing IRS collection activity.

### **Judge Gooden Brown - Passaic County Superior Court Criminal Division, Paterson, New Jersey**

*Judicial Intern, June 2013 – August 2013*

Drafted legal memoranda for the Judge regarding different motions, violations of probation, municipal appeals, 1<sup>st</sup> degree crimes, sex offender registry issues, and provided legal research assistance. Observed bench trials and jury trials, plea negotiations, and jury trials.

### **Bill Pascrell for Congress, Paterson, New Jersey**

*Field Manager, February 2012 - June 2012*

Promoted twice in one month and managed field operations for all of Passaic, Bergen, & Hudson County. Directed approximately 40 employees. Utilized advanced voter micro-targeting. Hired and trained employees. Monitored, collected, and managed data of 10,000 voter registrations in the largest voter registration drive in the history of Passaic County. Drafted daily field reports to Congressman Pascrell and organized rallies.

## **SKILLS**

**Core Skills:** Working knowledge of Investment Advisers Act of 1940, Dodd-Frank, Patriot Act, Bank Secrecy Act, IRS tax code, superb organizational & interpersonal skills

**Foreign Languages:** Intermediate Arabic (with document translation), elementary Spanish

**Technological Skills:** Microsoft Office: Word, Excel (VLOOKUP and Pivot Tables), Publisher, PowerPoint, Adobe Photoshop, directing & editing videos, website creation and management, research using Lexis and Westlaw with a advanced search terms and connectors

### **WARD D EXPERIENCE AND COMMUNITY ADVOCACY**

- First generation American who was born and raised in Ward D Jersey City Heights, and never left. Purchased my first home in September 2018 in the Heights.
- Served and helped organize the Heights Community Board with Councilman Michael Yun in January 2018. Also was assisting Councilman Yun on the Board of Education referendum coming up in the Fall 2020.
- Served as a Law Clerk for the Jersey City Department of Law
- Attended Headstart and PS 28 Public School in the Heights, and McNair Academic in downtown – the Heights is the only home I've ever known.
- Served as Volunteer, Board Member, and Treasurer for the Riverview Farmer's Market from 2015-2017. Additionally, was a dues paying RNA member until last year when I relocated to my new home in the Heights.
- Ran as an independent candidate for the JC Board of Education and garnered 1,392 votes in Ward D, and 9,433 total votes City-wide 15%.
- Advocate on behalf of local school issues, A Harry Moore School, and anti-corruption at the Jersey City Board of Education.
- Volunteer and organizer in 2012 in the Heights, attending community meetings.
- Member of the AARP in Ward D Heights [have an actual AARP membership card].
- Community Leader/Advocate at Masjid AlHoda in the Jersey City Heights, as well as county wide for Muslims.
- Volunteer and MC for the Ramadan Iftar in front of JC City Hall.
- Volunteered and advocated for the payroll tax to increase funds to the public schools, Vote YES AirBnB referendum, school referendum for the Fall of 2020
- Served as President of McNair Academic High School, the Jersey Citywide Student Council, and was the Student Representative on the Jersey City Board of Education from 2006-2007. I would later serve as President at Rutgers New Brunswick, and President at Rutgers Law School, as well as commencement speaker.