

LATISHA GRADY

Fintech Operations | Compliance & Governance | Digital Assets

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PROFESSIONAL SUMMARY

Fintech operations professional with experience supporting banking, accounting, human resources, and digital asset environments. Background includes fraud claims review, accounts payable operations, compliance documentation, process improvement, governance support, and transaction analysis within regulated industries. Passionate about the intersection of cryptocurrency, regulation, and financial crime prevention. Seeking to deepen expertise in financial crimes compliance, sanctions operations, and digital asset regulation.

CORE COMPETENCIES

Compliance & Governance: Documentation · Policy Adherence · Issue Tracking & Escalation · Audit-Ready Recordkeeping · Vendor Onboarding

Regulatory Awareness: BSA/AML · OFAC · KYC · Financial Crimes Compliance · Genius & Clarity Acts

Financial Operations: Accounts Payable · Receivables · Reconciliations · Invoice Review & Payments

Business Operations: Process Improvement · SOP Development · Cross-Functional Coordination · Stakeholder Communication

Tools: Claude · MindBridge & Perplexity AI · ChatGPT · Jira · Confluence · Asana · Google Workspace · Notion

RELEVANT FINANCIAL OPERATIONS EXPERIENCE

UX Research Operations (Contract) | Ripple Labs 2023–2024 · Remote

Fintech · Blockchain Payment Solutions

- Owned vendor onboarding and documentation coordinating between Legal, Accounting, and external partners.
- Created an internal wiki—using Confluence—to store and manage research documents, project road maps, and compliance-related records for cross-functional team collaboration and organizational accountability.
- Tracked action items, issues, and approvals across multiple stakeholders.
- Created project workflows using Asana improving governance transparency and cross-functional accountability.
- Supported audit readiness through organized recordkeeping and centralized documentation management.

Fraud Analyst | Bank of America 2008-2009 Atlanta, GA

Banking · Risk Operations & Customer Service

- Reviewed customer fraud claims and analyzed transaction activity to identify unauthorized account activity.
- Documented findings and escalated cases according to established fraud operations procedures.
- Completed required BSA/AML, OFAC, and CFT compliance training and operated within a highly regulated banking environment.
- Recognized as Voice of the Customer for excellence in client service, education, and case resolution.

Lead Accounts Payable Specialist | King Industrial Realty 2014–2016 · Atlanta, GA

Commercial Real Estate

- Reviewed invoices and supporting documentation for accuracy prior to payment processing, identifying and resolving discrepancies with vendors and internal teams.
- Maintained organized financial records to support month-end close, GL accuracy, and internal audit trails.
- Owned weekly check runs for vendors ensuring timely payment.
- Cross-trained in accounts receivable, assuming lead bookkeeper responsibilities as needed.

Accounts Payable Specialist | Prommis Solutions 2010-2013 · Sandy Springs, GA

Mortgage Default Services · Foreclosure Processing

- Processed high-volume AP invoices — hundreds monthly — from regional newspaper vendors for legally required foreclosure publication notices.
- Reviewed invoices and supporting docs for accuracy, resolving discrepancies with vendors prior to payment.
- Maintained organized payment records supporting internal audit trails and month-end close.

BUSINESS OPERATIONS EXPERIENCE

HR Operations Coordinator | Moen 2019–2021 · New Bern, NC

Manufacturing

- Delivered compliance training on conduct and policy requirements to new hires, documenting completed training and maintaining required records — consistent with state audit documentation standards.
- Authored standard operating procedures (SOP) for the coordinator role, improving consistency and auditability of daily operations.
- Managed employee system and facility access controls, ensuring proper authorization governance and maintaining audit-ready records.
- Generated multi-system reports from Workday, Kronos, and Excel to support internal review and decision-making.

Operations & Administrative Consultant (Freelance) | Self-Employed 2016–2019 · Remote

Small Business · Real Estate · Blockchain · Wellness

- Supported small business clients with accounting tasks, documentation management, and operational process implementation across regulated and compliance-adjacent industries.

EDUCATION

Bachelor of Science

East Carolina University (ECU) · Concentration: Business Systems · Minor: Business Administration

ADDITIONAL INFORMATION

- Currently experimenting with Claude AI-native compliance portfolio including BSA/AML gap analysis workflows, regulatory policy drafting, and audit preparation automation — demonstrating ongoing professional development in compliance operations.
- Active retail digital asset investor with working knowledge of the regulatory landscape reshaping fintech payments, including stablecoin frameworks and emerging compliance requirements for digital financial infrastructure (e.g., Genius & Clarity Acts).
- Active 2026 candidate for North Carolina State Legislature, with direct exposure to financial regulatory policy and constituent-level banking access issues relevant to state government oversight.