

# LATISHA GRADY

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## PROFESSIONAL SUMMARY

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Business operations professional with 5 years of accounts payable experience and an operations support background spanning bank fraud, fintech payments research, real estate, and HR manufacturing industries. Experience analyzing transactions, processing high-volume vendor disbursements, maintaining audit-ready records, and documenting findings in accordance with BSA/AML and OFAC frameworks. Proven ability to manage multiple priorities across banking, mortgage default services, and fintech environments while ensuring policy and procedural compliance. Strong communicator with experience coordinating across legal, accounting, and operational teams.

## CORE COMPETENCIES

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**Accounting & Finance:** Accounts Payable · Receivables · Reconciliations · General Ledger · Invoice Review

**Auditing & Compliance:** BSA/AML/ KYC · Transaction Monitoring · Issue Tracking & Escalation · Documentation

**Governance & Operations:** Internal Controls · Vendor Onboarding · Process Improvement · Communication

**Relevant Tools:** Various Enterprise Accounting Software · Excel · Jira · Asana · Google Workspace · AI Tools

## PROFESSIONAL EXPERIENCE

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

*Fintech · Blockchain Payment Solutions*

- Managed end-to-end vendor onboarding compliance process, coordinating with Legal and Accounting to validate Master Service Agreements, documentation completeness, and adherence to internal governance policies — directly mirroring audit fieldwork and internal control evaluation.
- Evaluated and strengthened internal process workflows using Asana and Jira, increasing governance transparency and cross-functional accountability — skills directly applicable to conducting test procedures and analyzing accounting transactions.
- Built and maintained centralized compliance documentation hub in Confluence, ensuring structured access to regulatory references, process maps, and project governance materials; maintained audit-ready records.
- Led action item tracking, meeting documentation, and status reporting to maintain issue visibility and escalation accountability across stakeholders.
- Completed BSA/AML compliance training, reinforcing working knowledge of regulatory controls, risk escalation protocols, and AML program frameworks in a fintech payment environment.

**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.

**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.

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

*Banking · Risk Operations & Customer Service*

- Reviewed customer transaction activity to identify suspicious patterns, applying BSA/AML, OFAC, and CFT compliance frameworks in a live fraud operations environment — experience directly analogous to analyzing accounting transactions and identifying irregularities.
- Escalated high-risk cases following established regulatory procedures and documented case findings to support investigation and audit review.
- Completed required BSA/AML, OFAC, and CFT compliance training as a condition of fraud operations role.
- Recognized as Voice of the Customer for excellence in client service, education, and case resolution.

## EDUCATION

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**Bachelor of Science, University Studies**

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

## ADDITIONAL INFORMATION

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- Actively tracking AI adoption in audit and accounting, including anomaly detection platforms (MindBridge AI, AuditBoard) and generative AI tools (Claude, Perplexity) for documentation drafting, regulatory research, and workflow efficiency — with awareness that human judgment and audit integrity remain central.
- Currently experimenting with an 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.