

SUBHAJIT CHAKRABOARTY

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Availability: Immediate | Willing to relocate

PROFESSIONAL SUMMARY

Detail-oriented and analytics-focused professional with AML & KYC certification (IIBF) and Introduction to Banking(CFI) Certification. Strong knowledge of Customer due diligence & Enhanced due diligence theory, customer onboarding, watchlist screening and regulatory reporting. Proficient in Microsoft Excel, Word and PowerPoint. Quick learner with attention to detail, comfortable working with SOPs and tight TATs in high-volume environments.

TECHNICAL SKILLS

- AML / KYC Processes: KYC Screening, CDD, EDD, PEP & sanctions screening, STR awareness
- Transaction Monitoring: suspicious activity identification, basic red-flag analysis
- Tools & Office: Microsoft Excel (VLOOKUP, filters), Word, PowerPoint
- Compliance fundamentals: Regulatory compliance, documentation control, SOP adherence
- Other: Digital Fraud Awareness, Cybersecurity basics (Cisco Intro)

CERTIFICATIONS

- Anti-Money Laundering & KYC — IIBF (2025)
- SEBI Investor Certification (2025)
- Cisco: Introduction to Cybersecurity (2025)
- Financial Accounting & Analysis — IIM Bangalore (2023)
- Corporate Finance — NPTEL (2023)
- Introduction to Banking — CFI (2023)

RELEVANT PROJECTS & PRACTICAL WORK

KYC Remediation Mock Case — Self Project

- Conducted end-to-end mock KYC remediation for 20 sample customer profiles: verified identity documents, mapped risk factors (PEP, sanctions exposure), and updated KYC checklist in Excel.
- Prepared concise case notes and recommended next steps for 4 high-risk profiles, following AML compliance principles and escalation guidance.

Transaction Monitoring Simulation — Excel dashboard

- Created sample transaction dataset (1,000 rows) and applied filters to detect red flags (structuring, high-velocity inflows).
- Flagged and documented 12 suspicious patterns; drafted example STR templates and recorded rationales for escalation.

EDUCATION

Bachelor of Arts (English Literature) — University of Kalyani (2018)

Languages: English, Hindi, Bengali