

ANUSKA MONDAL

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PROFESSIONAL SUMMARY

Finance professional with experience in NRI banking, client on-boarding, KYC/CDD processes, and transaction servicing within an NRI banking environment. Skilled in documentation review, regulatory compliance support, risk identification, and handling high-volume client and operational workflows under strict SLA timelines. Possesses working knowledge of AML/KYC standards, transaction monitoring indicators, and customer due diligence practices, supported by strong analytical and communication skills.

CORE COMPETENCIES

- Transaction Review & Escalation Support
- Adherence to KYC and regulatory requirements
- KYC · CDD · EDD & Risk-Based Due Diligence
- Case Handling & Documentation
- Identification and Escalation of Unusual Transaction Patterns
- Client Communication & Documentation Verification
- Risk Identification & Escalation Support
- Quality Control & Audit Readiness
- High-Volume Case Handling & SLA Adherence
- Data Analysis – Excel (Advanced) & SQL

PROFESSIONAL EXPERIENCE

Assistant Manager – NRI Banking

Axis Bank | Kolkata

[March 2025 – January 2026]

- Managed on-boarding and periodic KYC review processes for 1,000+ GCC-based clients in adherence to banking and regulatory standards.
- Reviewed cross-border transaction activity for NRI accounts and escalated unusual patterns or documentation discrepancies to relevant compliance teams.
- Produced clear structured internal notes and case documentation for international transaction activity, structuring risk-based findings to support audit readiness and quality control review by compliance teams.
- Managed high volume client-servicing, on-boarding, and documentation workflows daily under strict SLA deadlines, maintaining ~98% accuracy; incorporated QC feedback to continuously improve documentation quality.
- Coordinated with internal compliance and operations teams on higher-risk customer cases and enhanced due diligence requirements.

INTERNSHIP EXPERIENCE

Internal Audit Intern

Aditya Birla Fashion and Retail Ltd.

[May 2024 – July 2024]

- Identified 15–20+ control and compliance gaps across operational processes by reviewing financial records, improving process transparency and reducing risk exposure.
- Strengthened audit accuracy across 50+ transaction samples through variance analysis and cross-verification; improved audit reporting efficiency by ~20% via structured findings.

EDUCATION

MBA in Finance

Institute Of Engineering & Management | 2025

B.Sc. Economics (Honours)

University Of Calcutta | 2023

CERTIFICATIONS

- KYC, AML, Sanctions Compliance & Money Mules – Internal Compliance Training, Axis Bank
- AML, KYC and Due Diligence (CDD/EDD) – National Institute of Securities Markets (NISM)

TECHNICAL SKILLS

Microsoft Excel (Advanced: Pivot Tables, VLOOKUP, Data Analysis) · SQL (Querying, Joins, Filtering) · Microsoft Word & PowerPoint