

# Aditya Kr. Singh

Lucknow, Uttar Pradesh

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## Profile

Detail-oriented and analytical professional with a strong foundation in financial compliance, AML/KYC processes, and operational management. Certified in AML/KYC by the Indian Institute of Banking & Finance, with hands-on experience in internal auditing, financial statement analysis, and business strategy. Skilled in risk assessment, data management, and maintaining accurate client records, I bring a strategic approach to supporting organizational goals through efficient operations, regulatory adherence, and effective problem-solving. Known for strong communication, research skills, and a commitment to upholding compliance standards within dynamic business environments.

## Work Experience

- Self Employed - Operations Specialist** June 2021 - August 2022  
IpoDunia.in  
A startup focused on delivering comprehensive information on upcoming and ongoing IPOs. (As the founder of IPODunia, I launched an IPO-focused website to provide real-time IPO data and insights for investors. I developed the business model, conducted market research, and crafted the content strategy while collaborating on the website and technology development. I managed social media marketing and client engagement, providing timely IPO news that helped build an engaged online audience. This experience enhanced my skills in startup development, business strategy, market research and adaptability, despite facing challenges with technical delivery.)
- Internship - Internal Auditor** Sept 2019 - March 2020  
Protiviti India Pvt Ltd  
(Led Lucknow team, oversaw interns, produced strong results, and plugged revenue leaks through physical audits. Learned about organizational and team-building skills. Cultivated strong communication abilities.)

## Educational Qualifications

- Master of Commerce (M.Com) 2024- 2026  
University of Lucknow, Lucknow
- Bachelor of Commerce (B.Com) 2017 - 2020/21  
Dr. Ram Manohar Lohia Avadh University, Ayodhya
- Senior Secondary School (Science) CBSE 2015  
Birla School Pilani, Pilani
- High School (Science) CBSE 2013  
Birla School Pilani, Pilani

## Certifications

- Aml & Kyc - Indian Institute of Banking & Finance (IIBF) 
- Excel Fundamentals - Corporate Finance Institute (CFI) 
- Financial Accounting - Devi Ahilya Vishwavidyalaya, Indore (DAVV) 
- EfSet English Certificate - EfSet Org 
- Course on Computer Concepts (CCC) - (NIELIT) 
- Google Digital Marketing Certificate - Google 

## Skills

MS Office/MS Excel, CRM, Data Analysis & Interpretation, Financial Statement Analysis, Regulatory Compliance, Risk Assessment, Attention to Detail, Problem-Solving Skills, Report Writing, Data Management, Strong Communication Skills, Strong Research Skills, Interpersonal Skills.