

BIPIN KUMAR SINGH

Branch Relationship Manager, Deputy Manager

Mobile no:9234051692,6309542717

Email id: bipinkumarsingh7846@gmail.com

Address: New Delhi, India

Date of Birth: 13/10/1991

Result oriented, self-driven, a quick learner, strong problem solving and team working skill with 3 years' experience in handling customer queries, transactions monitoring, sound understanding of KYC of savings and current accounts , AML and due diligence.

EMPLOYMENT HISTORY

Deputy Manager ► Kotak Mahindra Bank

9th December2024-Present

- Detecting, assessing , request for information and reporting suspicious transactions
- Reducing potential money laundering incidents.
- Performing EDD on high-risk clients, sanction screening and successfully identifying and mitigating potential risks.
- Performing KYC checks to ensure compliance with regulations and assess risk.

Deputy Manager ► Axis Bank

April 2024- 30 th November2024

- Reviewing materiality of Sanctions, PEPs, Adverse Media screening and escalate the same to concerned department.
- Conducting Periodic reviews based on risk ratings.
- Experience in handling customer service request.
- Worked in compliance with Bank Secrecy Act (BSA), OFAC and UN sanctions and FATF recommendations, Customer Due Diligence etc.

Assistant Manager ► Axis Bank

Aug 2021-April 2024

- Conducting onboarding and ongoing customer due diligence.
- Profiling customers based on transaction monitoring in onshore/offshore accounts
- Preparing due diligence report to highlighted flags.

Branch Relationship Officer-Intern ► Axis Bank

May 2021 - Aug 2021

- Monitored inward and outward remittances based on internal guidelines.
- Supported team on Metrics, Dashboard, request and Quality Management.
- Summarized the information obtained into concise and accurate reports.

EDUCATION

HSC ► De Nobili School Mugma, Dhanbad, Jharkhand 1996 - 2007

ICSE Board-

SSC ► De Nobili School Mugma, Dhanbad, Jharkhand 2007 - 2009

ISC Board

Btech-EEE ► Lovely Professional University, Jalandhar, Punjab 2010 - 2014

Btech in Electrical & Electronics Engineering-

PGDBS ► Amity University, Noida Nov 2020 - Dec 2021

Degree- Post Graduate Diploma in Banking and Services

Services 5 November to 5 May - Classroom Training.

17th May to 7th August- Internship in Axis Bank at Karolbagh, New Delhi

28th September to 28th December- On Job Training in Axis Bank, New Delhi

SKILLS

Team Management | Customer Handling | KYC, Due Diligence | MS office | Audit and Compliance Customer Due Diligence (CDD) | Enhanced Due Diligence (EDD) | Risk Assessment | Sanctions Screening | Periodic Reviews | E2E KYC | BSA | Background Checks | OFAC | FATCA | FATF | Transaction Monitoring | Project Management | Regulatory Reporting | UAPA | Portfolio Monitoring

CERTIFICATIONS

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| • Mutual Fund 5A at NISM | Mar 2021 - Present |
| • Depository Operations Series 6 at NISM | April 2021 - Present |
| • SP Certification at IRDA | Jan 2022 - Present |

LANGUAGE

English | Hindi | Bengali