

# GURCHARAN SINGH

Uday Vihar, West Delhi

9821233405 | [gurjitsingh99056@gmail.com](mailto:gurjitsingh99056@gmail.com)

## PROFILE SUMMARY

AML Analyst and Executive with more than 3.5 years of Total work experience. In Concentrix, where I specialized in Transaction Monitoring and compliance, specializing in US transaction monitoring, alert trigger, and case investigation, delivering robust compliance and mitigating financial crime. Expert in KYC, AML, and suspicious transaction reporting, consistently identifying and resolving non-compliance issues. Dedicated to continuous improvement and ensuring stringent adherence to regulatory guidelines. Overall, I am committed to ensuring robust adherence to compliance guidelines and continuous improvement in financial crime mitigation processes.

## EXPERIENCE

### Concentrix Daksh Pvt. Ltd.

Nov 2022 – May 2025

#### Advisor II, Transaction Processing

- Conduct daily monitoring of financial transactions to detect potential suspicious activity related to money laundering, terrorist financing, and other financial crimes.
- Review alerts generated by the AML monitoring systems, analyze transactional data, and escalate cases for further investigation when necessary.
- Prepare detailed Suspicious Activity Reports (SARs) for identified cases. Ensure timely SAR filing in compliance with regulatory.
- Collaborate with compliance officers and internal departments to support investigations and ensure adherence to regulatory requirements (e.g., BSA, USA PATRIOT Act, OFAC)
- Performing Investigation and due diligence to ensure efficient identification of customers.

### Bedi Travel Services Pvt. Ltd

Dec 2020 – Jan 2022

#### Executive

- Handled office-management duties, making travel arrangements, organized reports and documents.
- Collected and entered data in sheets and maintained accurate records of valuable company information.
- Inputted and verified accuracy of customer's data entered in company's database system.
- Maintained records, filled documents and prepared reports of customers.

## EDUCATION

### Bachelors of Arts, University of Delhi SOL

- Graduated from Delhi University in Bachelors of Arts in 2022

### 12th (CBSE Board), Sarvodaya Bal Vidyalaya No.1, New Delhi

- Standard XII passed from SBV No.1 in 2019

## SKILLS

• Transaction Monitoring	• Regulatory & Compliance knowledge	• Report Writing
• Fraud Analysis	• Risk Assessment	• Problem Solver

## LANGUAGES

- English, Hindi and Punjabi.