

# **RAJ KUMAR**

[ 7017949780] | [ramkumarkuntal1998@gmail.com] | [Gurugram, Haryana]

## **PROFESSIONAL SUMMARY**

Highly motivated and organized KYC/AML Associate with a strong understanding of Anti Money Laundering regulations and guidelines. Skilled in analysing complex data sets, identifying suspicious activity, and developing effective risk mitigation strategies. Committed to maintaining the highest standards of compliance and regulatory excellence.

## **SKILLS**

- Anti Money Laundering, Sanction Fraud
- Transaction Monitoring, Due Diligence
- KYC, CDD, EDD, PEP, Financial crime compliance
- Problem solving, Critical Thinking, Team Work
- MS Excel, Ms Word, Analytical Skills

## **EXPERIENCE**

➤ **MYND INTEGRATED SOLUTIONS PVT. LTD. [GURUGRAM]** 01/2025 -Present  
**(ACCOUNTS EXECUTIVE)**

- Receive, review, and verify vendor invoices for accuracy and completeness.
- Process invoice in a timely and efficient manner, meeting established deadlines.
- Investigate and resolve any payment related issues or discrepancies.
- Prepare and submit reports on accounts Payable activity, as needed.
- Ensure compliance with company policies and procedures as accounts payable standards.

## **EDUCATION**

- **MASTERS OF BUSINESS ADMINISTRATION (MBA) [ FINANCE]** 08/2022 - 11/2024  
**SPECIALIZATION - FINANCE & MARKETING**  
BSA College of Engineering & Technology, (Mathura)
- **BACHELOR OF ARTS (B.A.) [ENGLISH]** 04/2019 - 06/2022  
Murlidhar Mahavidhyalaya Rasoolpur Magorra, (Mathura)

## **COURSES / CERTIFICATIONS**

- **COURSE ON COMPUTER CONCEPTS (CCC)**  
National Institute of Electronics & Information Technology
- **AML, KYC and Compliance Concepts**  
UDEMY- Online Courses
- **BASICS OF MS EXCEL**  
Great Learning Acadamy

## **ACHIEVEMENTS / EXTRACURRICULAR ACTIVITIES**

- Obtained certifications, such as KYC/AML & Compliance and MS Excel from reputed platforms.
- Implemented a new payment process resulting in a 15% reduction in Payment processing costs.
- Developed and maintained strong relationship with vendors, resulting in increase in on time payments.

## **HOBBIES / INTERESTS**

- Playing Cricket, Listening Music, Reading newspaper, Analytical reading
- Learn new technologies, Analyzing complex data sets, Compliance and regulations