

# Rajeev Kumar Singh

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## Career Objective

Dynamic finance professional with experience as a Finance Analyst, skilled in analytics, key account development, and financial management. Proven ability to enhance file systems, deliver impactful presentations, and drive improvements in project outcomes. Recognized for strong leadership, team management, and stakeholder engagement.

## Education

Galgotias University - MBA (Finance and IT)	08/2024 - Present
Tula's Institute of Engineering and Management - BSc Agriculture	08/2018 - 07/2022
Ram Janki High School, Bhojpur, Bihar - 12th	03/2017 - 03/2018
Army Public School, Madhopur, Punjab - 10th	03/2015 - 03/2016

## Experience

Finance Intern (Account Executive) - Amass Skill Ventures Pvt. Ltd. | Jul 2025 - Aug 2025

- Managed and tracked daily financial transactions for accurate record-keeping.
- Assisted in maintaining accounting ledgers and reconciling accounts payable/receivable.
- Utilized spreadsheet tracking for financial analysis and reporting.

## Certifications

- Power BI - Simplilearn
- Data Analytics Certification - Google
- Excel Certification - Google
- SQL - Simplilearn

## Key Skills

- Financial analysis & reporting
- File systems maintenance
- Accounts management
- Spreadsheet tracking
- Key account development
- Team leadership & management

## Awards & Achievements

- Delivered speech on World Wildlife Day 2021 at UCOST Dehradun.
- Organized multiple sports tournaments in college as Sports Captain.
- Conducted rural survey in local village.

## Interests

- Traveling
- Sports