

Ashish Singh

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Career Objective

Motivated MBA graduate with a strong academic background in finance and accounting seeking an entry-level opportunity in financial services. Possessing knowledge of AML/KYC processes, financial documentation, and analytical reporting, with hands-on internship experience in financial record management and data analysis. Eager to contribute analytical skills, compliance awareness, and problem-solving ability to support financial operations and risk management functions.

Education

- Masters of Business – Amity University
- Bachelor of Commerce – Uttaranchal University
- Senior Secondary – St. Mary's Convent School

Professional Experience

Finance Intern – Himalayan Packaging Industries Pvt. Ltd., Dehradun (Apr 2025 – Sep 2025)

- Assisted the finance department in financial data entry, documentation, and report preparation using MS Excel.
- Maintained and organized financial records ensuring accuracy and proper documentation for internal review and audits.
- Supported preparation and review of basic financial statements and financial reports.
- Performed data verification and reconciliation of financial records to ensure accuracy.
- Developed understanding of financial processes, compliance requirements, and corporate financial operations.
- Strengthened analytical thinking, problem solving, and attention to detail while handling financial documentation.

Technical Skills

- Microsoft Excel
- Microsoft Word
- Microsoft PowerPoint
- Financial Documentation and Record Management
- Basic Financial Statement Analysis

Core Skills

- Communication
- Analytical Thinking
- Attention to Detail
- Decision Making
- Quick Learner

Languages

- English
- Hindi

Interests

- Article Writing
- Cooking