

Mansi Singh

Contact Information

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Professional Summary

Analytical and detail-oriented MBA candidate specializing in Finance and Accounting with hands-on experience in data analytics and business intelligence. Skilled in identifying anomalies, analyzing large datasets, and preparing clear investigative reports. Seeking an Analyst role in Financial Crime Compliance to support AML/BSA initiatives through diligent transaction monitoring, research, and regulatory compliance.

Professional Experience

Data Analytics Intern

UptoSkill | June 2025 – September 2025

- Performed data cleaning, preprocessing, and validation to ensure accuracy and consistency of large datasets
- Conducted data visualization and trend analysis using Excel and BI tools, enabling actionable insights for business and financial decisions
- Generated interactive dashboards and analytical reports to track key performance indicators (KPIs) and support management decision-making
- Strengthened team collaboration by leveraging MS Teams for knowledge sharing and project discussions
- Improved data-driven communication and content quality using Grammarly for clear documentation and reporting

Online Tutor

Focus Edumatics Pvt. Ltd. | November 2022 – September 2024

- Guided students in English and Science, enhancing problem-solving and conceptual clarity
 - Applied Grammarly and Microsoft Copilot to create error-free, engaging learning materials
 - Leveraged MS Teams for interactive online sessions, collaboration, and performance tracking
 - Utilized analytical and communication skills to support diverse learning needs
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Volunteer Projects

Capstone Project – Make My Trip (Business Management & Analysis)

- Conducted comprehensive financial analysis to assess revenue trends, cost structures, and overall profitability, supporting data-driven strategic decisions
- Integrated insights from cross-functional domains (Finance, HR, and Sales) to deliver holistic project outcomes and practical recommendations
- Prepared and presented detailed reports and actionable strategies to stakeholders, ensuring alignment with organizational goals

Adverse Media Research Project – Indiabulls Case

- Conducted detailed open-source adverse media research on Sameer Gehlaut and Indiabulls Group
- Summarized complex legal, regulatory, and corporate governance developments with comprehensive analysis

Education & Certifications

Master of Business Administration (Pursuing)

GD Goenka University | Finance & Marketing, 2026

Bachelor of Science

Dr. Shakuntala Misra Rehabilitation University | Zoology and Botany, 2022

Certifications

- Introduction to Finance and Accounting – Simplilearn SkillUp
- Corporate Finance – Simplilearn SkillUp
- Digital Marketing Strategy – Simplilearn SkillUp
- Online Dispute Resolution – National Institute of Securities Markets

Key Competencies

- Accounting Software & Advanced Excel
 - Data Analysis & Data Visualization
 - Financial Analysis
 - SWOT & Ratio Analysis
 - BI Tools & Dashboard Development
 - Time Management
 - Critical Thinking & Analytical Reasoning
 - Teamwork & Collaboration
 - Report Writing & Stakeholder Communication
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Awards & Achievements

- Awarded Bronze Medal by the Governor of Uttar Pradesh for academic excellence
- Secured 1st Prize in Poster Power 2024 (business idea pitch competition)
- Achieved 2nd place in extempore competition for analytical and persuasive speaking
- Received certificate for participation in Launchpad competition
- Active Member of the National Service Scheme; participated in various fests and community drives
- Managed scheduling, internal communication, and real-time coordination for smooth event execution

Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge.