

Chirag Singh

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Education

Bachelor of Science in Finance | Northern Illinois University | DeKalb, Illinois

May 2027

Work Experience

Reinsurance Finance & Recoveries Intern | Zurich North America | Schaumburg, Illinois

May 2026 – August 2026

- Drove UAT and data validation efforts for a multi-system SAP reinsurance transformation to improve reporting accuracy and support successful system implementation.
- Built an AI newsletter and Teams channel to increase efficiency and Copilot usage within the Reinsurance group.
- Validated SAP job aid documentation and reports to enhance process improvement and operational efficiency.
- Created training videos for Power BI dashboards and SAP (FSRI, FSCD, BOE) reports to provide additional support for users.
- Collaborated with cross-functional stakeholders (change management, IT, and contractors) to resolve system issues, clarify business requirements, and support project execution.

Lead De La Vega Innovation Lab Student Ambassador | NIU College of Business | DeKalb, Illinois

February 2025 – Present

- Engaging entrepreneurs, business professionals, and NIU stakeholders to participate in De La Vega Innovation Lab events and create a learning environment for NIU students and broader audiences.
- Organizing and hosting business-related competitions and collaboration events at the De La Vega Innovation Lab to educate NIU students and foster innovative thinking.
- Collecting quantitative and qualitative data at business and networking events hosted by the De La Vega Innovation Lab to analyze the events' growth and impact on the student body at NIU.
- Conducting outreach through social media and tabling to bring awareness to the De La Vega Innovation Lab's upcoming events and programs.

Lead Ticket Sales & HAF Development Intern | Taymar Sales U. & NIU Athletics | DeKalb, Illinois

January 2024 – Present

- Creating Microsoft Excel spreadsheets to track self-generated leads from schools, performers, and other organizations for pitching sporting events hosted by NIU Athletics.
- Contacting individuals, families, and organizations through email marketing and outbound calls to persuade them to purchase, renew, or make deposits on tickets and opportunities to experience NIU's athletic events.
- Providing hospitality to donors and overseeing game-day operations to enhance and strengthen donor engagement.
- Assisted with donor outreach for the new Huskie Athletic Fund membership program, contributing to the acquisition of 260+ members and over \$442,000 in revenue within the first three months of launch.
- Generated and collected over \$90,000 in total season ticketing revenue and \$30,000 in total athletic fund donations, increasing revenue generation for NIU Athletics.

Financial Planning & Analysis Intern (FP&A) | JPV Financial | Grayslake, Illinois

June 2023 – August 2023

- Created and updated client profiles and account information using programs like Salesforce, Wealthscape, and Microsoft Excel to validate accurate data before upcoming meetings with those clients.
- Collaborated with the financial planning team on projects for clients with big transfers due to trusts with multiple trustees to ensure the funds were accounted for.
- Efficiently organized online files of account transfers, trusts, meeting notes, and other client documents into folders to confirm the documents needed to be submitted.
- Wrote down meeting notes in Redtail CRM and Microsoft Excel to keep the clients' financial plans updated after meetings.

Involvement & Certifications

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| • Bloomberg Finance Fundamentals Certificate Bloomberg | April 2026 |
| • Microsoft Office Specialist: Excel Expert Microsoft | April 2026 |
| • Bloomberg Market Concepts Certificate Bloomberg | November 2025 |
| • Email Marketing Professional Certificate Intuit Mailchimp | June 2025 |
| • Certificate of Advising Technical Teams on Business Fundamentals De La Vega Innovation Lab | April 2025 |
| • Member of Investment Association & Financial Management Association Northern Illinois University | August 2023 |

Skills

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| • SAP Fiori, FSRI & FSCD | • Microsoft Office Suite | • Negotiations & CRM |
| • Power BI Dashboards | • Financial & Risk Analysis | • Problem-Solving & Leadership |
| • Data Validation & Migration | • Copilot & AI Automation | • Communication & Organization |