**AFTAB**

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**OBJECTIVE**

Excellent operational skills with strategic business visions. I wish to carve my career in Finance Industry in an organization that promotes individual responsibility and creativity, adding value to the task in hand by hard work & sincerity & provides accelerated growth. I believe that job should be of a dual value addition for the organization as well as for me. I am looking forward to work in an environment, which provides me with an opportunity to utilize the knowledge and experience gained till date and to seek new challenges and grow along with the organization. To excel in any form of activity I undertake professionally or personally, to make a positive difference to the organization with my presence.

**PROFILE SUMMARY**

* Sr. Financial Analyst with 4 years 5 months experience in Investment Banking Operations
* Worked on Risk Analysis & Control, RCSA, Client Money segregation & reportings, Month end account verification, TLM, Intellimatch Derivative tool, Isuite (ETD), SWIFT, Account Receivable & Account Payable recon, Prime Brokerage recon, UAT testings
* **Was associated with Nomura Services India Pvt Ltd** for managing nostro cash transactions across different entities of Nomura in various regions (ASIA, EMEA & US) & act as an acting TL
* Excellent understanding of Trade Life Cycle & its process flow
* Proficiency in handling various Audit requests raised by Internal & External Audit team
* Enhanced senior management reporting through regular metrics around breaks, root cause analysis

**LAST EMPLOYER**

Company – **Nomura Services India Pvt Ltd**

Designation – **Sr. Financial Analyst**

Promotion **– Financial Analyst to Sr. Financial Analyst - 2017**

**Work Experience – 9th Feb 2015 – 24th Nov 2017**

**BACKGROUND**

**Nomura** is a [Japanese](https://en.wikipedia.org/wiki/Japan) [financial](https://en.wikipedia.org/wiki/Financial) [holding company](https://en.wikipedia.org/wiki/Holding_company). Along with its broker-dealer, banking and other financial services subsidiaries, provides investment, financing and related services to individual,

institutional and government customers on a global basis with an emphasis on securities businesses. In October 2008, the company acquired **Lehman Brothers Holdings's** [investment banking](https://en.wikipedia.org/wiki/Investment_banking) and equities unit in Asia and Europe. **Nomura Services India Private Limited** is engaged in providing software consulting services, Investment banking services & Operations.

**DEPARTMENT – MIDDLE OFFICE – NOSTRO CASH MANAGEMENT**

**Middle office** is the department closest to the sales & trading desk, the accuracy & thoroughness of their work ripple through to downstream departments and have a large effect on the efficiency of downstream processes & the degree of operational risk implicit in processes such as settlements & collateral management. Middle office functions are performed in close proximity of the front office due to the requirement of real-time support & intra-day dynamics. **Nostro account** refers to an account that a bank holds in a foreign currency in another bank. The principle responsibilities of an employee with Nostro process would be as follows:

* Cash break management on TLM tool
* Clearing cash transactions for Nostro’s & Prime Brokerage accounts as per SOP
* Allocating cash funds to the respective settlement teams with proper research
* Chasing different settlements teams for resolution of cash fund breaks
* Escalations of aged breaks to VP’s of different settlements team to get them resolved
* Chasing various regions of Agent bank for additional information (SWIFT details) related to the transaction
* Kick back of funds/payments to their origin as per deadlines mentioned in policy
* T+0 recon performed daily to achieve same day confirmation and regular ongoing of positions, settlements and mark-to-market values
* Client Money segregation & reporting done daily which is reported to FCA (Financial Conduct Authority)
* Month-end balance verification performed to review trial balance or general ledger of accounts
* AP & AR of funds performed to ensure efficient, timely and accurate payment of accounts
* Attend weekly regional break calls to discuss sticky/aged breaks & their resolution
* Automated certain time consuming features in the related systems with help of IT to reduce the SLA around the BAU
* Preparing Weekly, Monthly and Quarterly MIS reporting that help management at all levels understand their risk and control
* Formulated proposals for improving business performance; initiated process improvement and automation
* To participate in projects/ system changes/ UAT/ new system implementation when required
* To be the SME (Subject Matter Expert) in the respective function for any queries and clarifications
* To regular update / maintain Standard Operating Procedures (SOP’s)
* **Application used –** TLM, Multiview, Gloss, PB Gloss, Citi Direct, Broadridge Peoplesoft & Client Money CSS link

**PREVIOUS EMPLOYER**

Company – **eClerx Service Ltd.**

Designation – **Analyst**

**Work Experience – 4th July 2013 – 6th Feb 2015 Date**

**BACKGROUND**

**eClerx** is an Indian [KPO](http://en.wikipedia.org/wiki/Knowledge_process_outsourcing) based in [Mumbai](http://en.wikipedia.org/wiki/Mumbai). eClerx is a public limited company whose shares are listed on the [Bombay Stock Exchange](http://en.wikipedia.org/wiki/Bombay_Stock_Exchange) and [National Stock Exchange of India](http://en.wikipedia.org/wiki/National_Stock_Exchange_of_India). It’s the first KPO to be listed on the Indian stock exchange.

**DEPARTMENT – FUTURES RECONCILIATION (Trade, Position & Cash)**

Reconciliation refers to the process of ensuring that two sets of records (usually the [balances](http://en.wikipedia.org/wiki/Balance_(accounting)) of two [accounts](http://en.wikipedia.org/wiki/Account_(accountancy))) are in agreement. Reconciliation is used to ensure that the money leaving an account matches the actual money spent, this is done by making sure the balances match at the end of a particular accounting period. The principle responsibilities of an employee with reconciliation process would be as follows:

* Broker Reconciliation – Exchange vs. Broker (London, Sydney, Hong Kong, Tokyo)
* Reconciliation INTERCOMPANY (London Broker vs. London Client Accounts)
* Nostro Reconciliation – Payments matched with correct statements, if not then chase for Non-Receipt of funds to respective counter-parties
* Initial Margin File Preparation
* Commissions, Interest, VAT & Cash Postings in Ransys system
* Expiry Commission Investigation & Postings
* Reconciliation of Total Equity fig., Net Margin fig. & Positions
* Reconciliation dealing with trades on Exchanges like EUREX, EURONEXT, EDX, LIFEE, LCE, ICE, LTOM, INTERCOMPANY (London vs. US)
* Reconciliation against Brokers & Commodities Market (BCO Santander Madrid & Brazil, LME, HSBC & IS Yatrim)
* Commission Investigation – (Broker vs. Client)
* Product or Instrument Mapping Instructions
* **Application used –** Isuite (ETD), Fbos.Net Live, Member Live Website, Winscp, Intellimatch, Fbos.Net Classic, EUREX Website, MACQUARIE Website & Ransys.

**AWARDS & RECOGNITION**

* Analyst of the Year (Nomura) – Ownership & Team Work
* Twice - Certificate of Appreciation (eClerx) - Work Excelience

**EDUCATION**

* PGDM in Finance from SIES College of Management Studies (AIMA) , Nerul – 2017 – Grade - **CGPA - 2.73**
* BFM (Bachelors of Financial Markets) from V.E.S. College of Arts Science & Commerce, Mumbai – 2013 – Area of Specialization – Finance – Grade – **Distinction**
* 12th (HSC) form St. Mary’s Jr. College. Vashi - 2010 – Grade – **First Class**
* 10th (SSC) from Fr. Agnel Multipurpose High School. Vashi - 2008 – Grade – **First Class**

**ADDITIONAL CERTIFICATION**

* **NISM –** Securities Operations & Risk Management – Advance Module
* **NCFM** – Equity Derivative – Beginner Module

**COMPUTER PROFICIENCY**

* **Operating Systems -** Windows 2000/XP, Windows Vista Windows 7, Windows 8 & Windows 10
* **Applications -** MS Word, MS Excel, MS PowerPoint

**PERSONAL TRAITS**

* Ability to work effectively under deadline pressure in fast-paced environment
* Grasping power with ability to learn new skills quickly and effectively
* Ability to multitask, handle changing priorities quickly and work well under timeframe pressure
* Attention to detail ‑ proven experience of delivering high levels of accuracy
* Self-motivated, hardworking and goal oriented, with a high degree of flexibility, resourcefulness and commitment
* A team player, able to work comfortably with people from diverse backgrounds and experience

**PERSONAL DETAILS**

Date of Birth: 20 May 1992

**Languages Known:** English, French, Hindi, Marathi

**DECLARATION**

I hereby declare that all the information given above is correct to the best of my knowledge.

Date:

Place: **Dubai – United Arab Emirate**

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