

**ASHBIN**

## Dubai, UAE. Mob: C/o 971504973598

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## Visa Status- Visiting till April 10,2018

**Objective**

To build a career in a growing Organization by exhibiting my skills with utmost sincerity and dedicated smart work for the growth of esteemed organization along with mine.

**Professional Experience**

**Analyst – Client Data Management  
Royal Bank Of Scotland Group (RBS), Chennai**   
March 2016 - September2017

**Roles & Responsibilities**

Client Data Management March 2016 to Sept. 2017

* Maintaining and facilitating Client Trade and Payment Information and update our records accordingly.
* Downstream system varies for different products such as Foreign Exchange, Derivatives, Fixed income, Money Markets & Equities.
* Validating activities created by maker, Ensuring quality of service to clients, Replying queries at the earliest to clients, Managing and Ensuring work is completed on time by both creators and validators, BAU(Business as Usual) Completion on an Everyday basis.
* Risk management: Coordinating with risk team to conduct internal audits.
* Actively followed up with teams across regions to resolve long pending breaks and issues
* Maintained a fair rate of accuracy and TAT % in the process
* Coordinating with risk team to review various risk involved in trades, confirmations, settlements and other activities related to the business
* Proactively been part of testing the applications in case of new release of the same
* To Manage static data of various counterparties and their standard settlement instructions (SSI’s), across wide range of products
* To monitor and periodically update in various systems, the SSI’s of various counterparties that are received through sources like Alerts
* To prepare periodical and ad-hoc Ml reports relating to the process and deliver them on time to the management
* To understand various policies within the organization like Information security, compliance, business continuity management, etc. and adhere the same
* To understand the policies and procedure related to KYC, Customer Due diligence, AML and to adhere to the same
* To contribute ideas on process improvement and to streamline the process
* To eliminate the Non value added activities to the business

**Activities Handled:**

* Client data management -Counterparty & SSI set-up
* Proficient in market applications like Nucleus, Wallstreet, Omgeo Alert, and other RBS related applications.
* Proficient in MS Office - Excel, Power Point& Outlook.
* Performing all processes with strict deadlines driven by KPI/KRI
* Provide monthly KPI reports to MIS Team
* Provide resolution to daily operational issues/queries raised by the client/CSM/Onshore teams
* Ability to multitask and prioritize to ensure accurate and timely completion of work.
* Highly motivated to work towards the satisfaction of clients and manage risk.
* Flexible and a multi-task at work.

**Other Skills**

**Banking Applications:** Nucleus, Omgeo, Wallstreet , Loan IQ, Back office applications**.**

**Other -** Microsoft Office( Excel, Word, Outlook, Powerpoint)

**Additional responsibilities**

* Supported in re-filtering spike volume.
* Maintain good productivity and accuracy throughout the year.
* Periodic reviewing of work procedures and discuss the amendments with the team.
* Coach the younger staff members in the team.
* Ensure adherence to all internal policies / procedures and external regulatory requirements.

**Education**

B.com (Bachelor of Commerce)  
M.G University, Kottayam 2012-15  
Holycross college of management & studies,   
Puttady

**Personal Details:**

Date of Birth : 2nd August 1991

Languages Known : English, Malayalam and Tamil

**Declaration**

Here by I declare that all information given above is true to best of my knowledge and behalf.

Date: 31 JAN 2018 Signature

Place: DUBAI Ashbin