

## INVESTMENT ACCOUNTANT

### Career Focus

Accomplished and results oriented Investment professional with strong leadership and interpersonal skills who adds energy and value to an organization's quest for excellence.

### Summary of Skills

Internet and Microsoft Office - MS Word, MS Power Point, MS Excel, Pivot Tables, Spreadsheets,

Macros.

\* Business Objects, Lombardi, Eagle Accounting System, PEGA, DRAS, Workbench.

Account reconciliations

Detail-oriented

- Variance analysis
- Detail-oriented
- Analytical
- Expert in MS Office Suite
- Account reconciliation expert
- Effective time management
- Complex problem solving
- Superior research skills

### Accomplishments

Multiple awards for performance. Formally recognized for excellence achieved in financial analysis, budgeting and forecasting. Increased efficiency of discrepancy investigations by [Number]% by designing a more accurate cash-forecasting system.

### Professional Experience

Company Name City , State Investment Accountant 10/2012 to 11/2015

- Reconciled mutual fund accounts with the custody Identified and Resolved differences in Custody and Accounting Cash, Currency and Positions using Eagle, IAX, Business Objects, Lombardi and Workbench Reports Communicated and Collaborated with other areas in the firm, client, fund accountant, custodians that are impacted by the functions of the team Conducted weekly client meetings and act as liaison between Accounting and custody to resolve any outstanding items in cash, currency and positions.
- Completed special projects from the management as needed Trained, Oversee and assisted staff in offshore team (Pune, India) and acted as a liaison between Pune Office and US.
- Helped US team by performing tests on Pega Vs.
- Business Objects and Eagle during the Platform Migration Trained new staff and assist them as needed to meet the department goals.
- Ran daily reports for fund accountants using business objects and MS Database.
- Award: Received a special achievement award at BNY Mellon Bank in Asset Servicing (Dec 2013) Award: Received a special achievement award at BNY Mellon Bank in Asset Servicing (Dec 2014).

Company Name City , State AML Compliance Officer 11/2011 to 03/2012

- Audited customer's bank accounts in the company's system Performed quality assurance reviews on customer information maintained on various bank systems Reconciled the quality assurance results on spreadsheets Performed background search on clients using tools such as world check and google search Finance Projects at UD Project 1: Group simulation project to develop the investment philosophy and strategy to drive a simulated investment of \$1,000,000 using Stock-Track.
- Invested about 50% of our funds in moderate to high-risk investment in order to achieve capital appreciation; Invested about 25% of our funds in low to moderate risk investment in order to preserve our capital.
- Invested 25% of our funds in derivatives and rest in index fund, cash and money market.
- Performed an analysis to determine the allocation of stocks by minimizing CV and graphed the daily returns for each stocks Performed regression analysis and analyzed the regression statistics on weekly returns.
- Performed an analysis on our group's portfolio with the market and with other groups.
- Case analysis on Price Momentum Strategy Used price momentum model analysis to test whether the price momentum model will work on US stock market as it did with the US Canadian stocks.
- Used the weighted annual returns and created the worst outlook portfolio and the best outlook portfolio Selected the top eight performing stocks for each quarter to create the best outlook portfolio and compared to the market to determine if the pricing momentum would hold up.
- Calculated the average return for each portfolio and rebalanced the portfolio and compared to the S&P 500 for each quarter within the same time period.

Company Name City , State Medical Technologist 07/2008 to 03/2012

- Clinical Microbiology Experience - Highlights include ordering, processing, plating and culturing patient's specimens Tests - Performing

rapid tests such as Rapid flu, C.Diff quick check and many more; Performing rapid and confirmatory tests to identify organism; Reading Gram stain slides.

- Other - Performing daily maintenance and running quality control on instruments.

#### Education

Master of Business Administration : Finance 2011 University of Delaware , City , State , USA

#### Finance

Bachelor of Science : Medical Technology 2008 University of Delaware , City , State , USA

#### Medical Technology

Related course work in Business: Financial Reporting and Analysis, Financial Management, Corporate Financial Policies, Investment Analysis and Portfolio Management, Corporate Governance, Financial Engineering and Risk Management (Derivatives).

#### Languages

English, Marathi, Hindi, Gujarati

#### Personal Information

Excellent multitasking, analytical thinking, time management, negotiation, communication, organization and leadership skills

#### Additional Information

- Excellent multitasking, analytical thinking, time management, negotiation, communication, organization and leadership skills

#### Skills

MS Office: Database, Macros, V-look up, Pivot tables, Outlook

Company Platforms: Business Objects, Workbench, Eagle, Pega, Lombardi, DRAS.