

DARRYL OH TZE HU

Address : Block 617C Punggol Drive #11-813 • Singapore 823617

Email : ohztzhu@yahoo.com.sg

Mobile : 97425254 (H/P)

CAREER OBJECTIVE

To secure a challenging position within your organisation that will utilise my education, experience and unique abilities to further my career opportunities.

PERSONAL PROFILE

NRIC No	: S8115644A	Citizenship	: Singapore
Date of Birth	: 05 June 1981	Race	: Chinese
Sex	: Male	Dialect	: Hokkien
Marital Status	: Married		

EDUCATION

Feb 2003 – Dec 2004	The University of Queensland, Australia • Bachelor of Commerce, (Accounting and Finance)
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ACHIEVEMENT

CUSTOMER RELATION	• Established good business relationships with external/ corporate customers to achieve profit maximisation
MULTI-TASKING	• Able to successfully perform multi-tasking and priorities to meet deadlines so crucial in the fund operation environment.
TEAMWORK	• Capability to work with cross- functional teams to develop and improve customer- focused services in order to create Best Customers Experience, thereby maximising customer value and royalty.
ANALYTICAL SKILLS	• Proficient at analysing data and market trends to provide innovative solutions
PERSONAL SKILLS	• Problem Solving and Decision Making, Personal Effectiveness Service Quality.

CAREER PROFILE

May 2013 – Current	HSBC Institutional Trust Services (Singapore) Limited
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Manager, Service Delivery

- Review of NAV calculation and ensure all necessary procedures are followed. Variance checks are conducted to ensure reasonableness of valuation against benchmark.
- Understand client's requirements for new funds pre-IPO, and ensure that the relevant setup and processes are in place to facilitate daily fund operation and NAV calculation.
- Manage multiple client relationships and act as second point of contact for clients to address more difficult questions and requests.

- Provide guidance to and manage a number of Portfolio Accountants in the team.
- Check cash and securities reconciliations, and ensure compliance checks are performed timely and breaches are highlighted to the relevant parties.
- Ensure trade processing and banking instructions are completed accurately and timely according to client specific and market requirements.

Aug 2011 – April 2013

Manager, Change Delivery

- Attended Multifonds and MIG 21 system training in Hong Kong and seconded to Change Delivery team as Service Delivery SME (Subject Matter Expert) for project migration.
- Participate on REIT team Multifonds migration and also new client RFP (Request for Proposal) presentation.
- Apply knowledge acquired from training in Hong Kong to Singapore (IMS system) context and provided gap analysis base on UAT results.
- Work closely with London and Hong Kong project team on the Singapore requirement.
- Able to pick up the require knowledge from training and quickly accustomed myself to the ongoing project discussion, planning, UAT and provide training in Singapore.

Nov 2006 – Jul 2011

HSBC Institutional Trust Services (Singapore) Limited

Senior Portfolio Accountant

- Prepare portfolio valuations and calculate net asset value pursuant to the rules of valuations in the trust deed.
- Perform fund accounting, cash & stock reconciliation, cash management and monitoring of investment restriction and guideline.
- Liaise with external banks and custodians on fund.
- Validate dividend and interest on fixed deposits and fixed income securities.
- Involve in UAT enhancement programme.
- Participate in migration project.

Nov 2005 – Oct 2006

Ernst & Young

Auditor

- Responsible for formulating the audit strategy and work plan.
- Perform audit fieldwork for public and non public listed companies.
- Performing analysis of audit findings, advising management on the need for internal controls and adherence to acceptable practices and procedures
- Developing and preparing final reports

Sept 2005 – Nov 2005

HSBC Fund Services (Contract)

Admin Executive

- Process unit holder transactions (eg. subscriptions, redemptions, transfers, cancellations) in accordance with the dealing rules in the trust deed.
- Preparing month end report to Fund Managers.
- Unit reconciliation and maintain the register of unit holders of the fund
- Attending queries from Distributors, Funds Managers and Investors

Feb 2005 – Aug 2005

UBS AG (Contract)

Accounts Assistant (Financial Operations Department)

- Processing staff claims
- Accounts payable processing
- Dealing queries over the phone and email
- Tax return preparation

SKILLS AND INTERESTS

Computer skills: Proficient in Microsoft Word, Excel and PowerPoint

Others: Knowledgeable in Reuters and Bloomberg

Languages: Proficient in English and Mandarin

Interests: Meeting with people, travelling, basketball, swimming, movies, and music.

OTHERS

Availability: 1 month