

IP NGA TING NATALIA

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PROFILE SUMMARY

- Strong background knowledge and solid experience in Accounting and Finance, BA (Hon) degree in A&F
- Proficient in MS Office; Bloomberg terminal, DataStream database research, Geneva, Investran
- Recognized as a quick learner, organized and detail-minded individual with strong analytical mindset by superiors
- Excellent team player, multi-tasker and effective planner able to cope with high pressure and meet tight deadlines
- Skilled in cultivating positive relationship with clients and colleagues, particularly adept at communicating with clarity, able to synthesize and deliver complex information to diverse audience

Career Objective: To utilize my strong organizational, communication and interpersonal skills in a challenging world, I am seeking for a position which will afford advancement and professional growth.

WORKING EXPERIENCE

BNP Paribas Securities Services

Jul 2015 – Present

Fund Accountant

- Oversee and perform accurate Net Asset Value calculation for various types of investment funds ie. Hedge fund (Series accounting and equalization accounting), Private Equity funds, FoHFs, SIF, FoFs, REITs etc.
- Arrange Capital call, cash distributions and stock repurchase for Private Equity Funds
- Addressing funds' operational related matters including AML and due diligence enquiries; address clients' enquiries on fund's expenditures and amortization
- Facilitate new fund set up both internally and externally including system testing configurations with client interface service team and liaising with clients on connectivity
- Handled projects to ensure operational procedures in compliance to ISAE standards and Information Governance procedures.

CACEIS Hong Kong Trust Company Limited – Investor Services, subsidiary of Crédit Agricole

Senior Fund Accountant

Jan 2014 – Jul 2015

- Overseeing and reviewing NAV calculations performed by the team as second level control
- Assist in fund operations system implementation and new fund set-up
- Liaise with different parties including investment managers, custodian and auditors, working closely with other internal departments such as transfer agent, trustee and middle office in France and Luxembourg
- Process trade transactions investing in commodities, derivatives and financial instruments including equities, bonds, FX Spot/Forward, CDS/CDX, ETF and OTC products

Business Development - Institutional Coverage for Greater China

Nov 2013 – Jul 2015

- Responsible for all sales, support and marketing duties in Hong Kong and Greater China region for institutional clients, fund managers, including presentations and preparation at meetings and seminars.
- Analyze market trend and business opportunity, familiarizes with up-to-date regulations e.g. FATCA, AIFMD, EMIR etc.
- Identifying and targeting potential client in Hong Kong through events and doing company research
- Reporting to the Managing Director directly to provide timely updates on the company's business with prospects in the region.

Market Data Specialist

Nov 2013 – Jan 2014

- Ensuring the correct pricing of equities, fixed incomes, derivatives etc. in accordance with standard pricing policy, checking and validating the individual prices based on different levels of variation, consistency, date
- Controlling automatic inflows of prices/static data information coming from providers like Bloomberg, Reuters etc

Accounting Clerk (Experienced in both AR and AP sides)

- Perform daily income reconciliation and follow up on un-reconcile items to maintain a healthy cash flow
- Response to customer account enquiries and follow up with customer
- Prepare weekly aging report and other accounting schedules to support the month-end closing; assist in preparation of balance sheet and financial statement

Leung Pui Kee Limited

Jul – Oct 2009 & 2010

Accounting and Administrative Clerk – Summer Internship

- Handled ad-hoc assignments and daily banking operations

EDUCATION

University of Durham, United Kingdom – BA (Hons) Accounting and Finance

Oct 2008 – Jul 2011

Dissertation: *The Determinants of Capital Structure: Evidence from Hong Kong* (Distinction)

Relevant Modules: Financial Planning and Control, Financial Engineering, Corporate Finance, Corporate Financial Reporting & Taxation, Financial Market & Risk Management, Management Accounting, Behavioural Finance, Business Law

Bellerbys College London (United Kingdom)

Sep 2007 – Aug 2008

Business Foundation (In association with Liverpool John Moores University)

Academic Qualification: Distinction

EXTRA CURRICULAR INVOLVEMENT

Hong Kong Society – Treasurer, University of Durham

Year 2009 – 2010

- Evaluated risks of events by analyzing the cost and the predicted revenue of the occasion to ascertain no money is wasted, and budgeted events using the cash available and ensured every event had sufficient funds.

The Investment Challenge – Participant, Merrill Lynch

Jan 2009

- Analyzed the financial data/index and Invested in stocks strategically

ifs Student Investor Challenge - Participant, Bellerbys College London

Oct 2007 – Feb 2008

- Performed financial data analysis and evaluated the risk in the portfolio

LANGUAGE AND SKILLS

Languages: Fluent Oral and written English, Cantonese and Mandarin

Computer Literacy: Proficient in MS Office; Sound Knowledge in Geneva, Investran, ACCPAC, MYOB, PC-Give, GP3, Decalog; Experienced in Bloomberg, Thomson Reuters, Telekurs, Makit, DataStream database research

Personal Attributes: Confident, diligent, and enthusiastic. Analytical and organized. Enjoy taking challenges and working as a team. Keen on problem solving and flexible in adapting changes.

CFA Level 1 candidate

Reference available upon request

梁 培 記 有 限 公 司

Leung Pui Kee Limited

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Tel: 2544 3272 2541 0057

30th September, 2010

TO WHOM IT MAY CONCERN

I highly recommend Ms Ip Nga Ting Natalia as a candidate for employment. Natalia was employed by Leung Pui Kee Limited as an Accounting and Administrative Clerk from 1st July to 30th September in 2009 and 2010. I have been consistently impressed with Natalia's attitude and productivity during her tenure with the office.

Natalia is well organized, highly motivated and computer literate. Throughout her time with us, we found her capable to perform work assigned to her diligently and timely but with no supervision. She is highly regarded by her colleagues.

Natalia would be tremendous asset for your company and I recommend her for any endeavour she chooses to pursue. If you have any further questions with regard to her background or qualifications, please do not hesitate to contact me.

Yours sincerely,

Leung Pui Kee Limited

