ZHANG WENJING

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Education

National University of Singapore (NUS), Faculty of Science, First Class Honours Aug 11 – Jul 15

- Major in Quantitative Finance, second major in Statistics
- Coursework: Financial Markets, Corporate Finance, Financial Accounting, Financial Modeling, Financial Derivatives, Statistical Method for Finance
- Final Year Project: Fourier Methods for Option Pricing
- NUS Faculty of Science Dean's List in AY2011/2012, AY2012/2013 Semester 1, AY2014/2015 Semester 1

Work Experience

HSBC, Singapore, Securities Services Management Associate

Sales & Business Development, Singapore Mar 17 – Present

- Supported Sales Managers on RFP, ABAC paper submission, pricing analysis, fee letter preparation and sales pitch to sales diligence for 5 clients.
- Coordinated with Change Delivery team to develop a centralized database to maintain rate cards, resulting in 20% efficiency improvement of the pricing analysis.

Client Services, Shanghai, China Sep 16 – Mar 17

- Prepared weekly market broadcasts to update clients of the securities regulation and market practices in China.
- Supported Client Services Managers to manage 2 clients and respond to their queries professionally.
- Effectively handled onboarding for 1 clients in China A and 2 clients in China B share markets.

Trustee Services, Singapore Mar 16 – Sep 16

- Led 4 streamlining projects to improve the payment and screening processes, reduced the manual operation by 10 hours per month.
- Assisted senior managers in conducting due diligence for 4 clients.

Service Delivery, Singapore Jul 15 – Mar 16

- Ensured smooth daily processing of shareholder registration for 6 clients and promptly respond to their enquiries
- Participated in the 5-week Global Analyst Induction Program in UK, gained a deeper insight in the securities services industry, and be perceived as a quick learner 。

Dragonfly, LLC, Singapore, Management Consultant Intern Oct 14 – Jan 15

- Performed analysis for 7-year client portfolio at geographical zones and affiliates level to implement the new business strategy
- Assisted senior consultants in structuring Securities and Forex VaR models to make strategic investment decisions for a Singapore reinsurance company
- Conducted the sensitivity and scenario tests by the Planning Cycle Model and Valuation Model for a Japan photovoltaic company

Aon plc, Hong Kong, Summer Intern of Placement Jun 14 – Aug 14

- Developed interfaces between various systems and reports to collate business and market intelligence for all lines of business into a single repository, resulting in 40% efficiency improvement of in-house processes (Language: Microsoft Access and Excel VBA）
- Prepared and updated benchmarking reports for brokers from consolidated data
- Conducted research on China insurance market and prepared timely report for the team

Citibank, Singapore, Summer Intern of Control and Compliance May 13 - Aug 13

- Performed 7 types of daily stock reconciliation and monthly mutual fund reconciliation
- Sent out 11 types of daily discrepancy reports to stakeholders and responded to their enquiries
- Developed and tested a new database through Microsoft Access for tracking daily discrepancy items, reduced the manual operation by 10 hours per month

Project Experience

Mathematical Contest in Modeling, Team Leader Jan 13 - Feb 13

- Established 5 robust models to identify the best water strategy of China in 2025 and composed an excellent research paper within 4 days
- Meritorious Winner among 5636 international teams

Skills

- CFA Level III Candidate
- Proficient in Bloomberg, C/ C++ programming, Excel VBA, Microsoft Access, R, SPSS, SAS, MATLAB
- Fluent in Mandarin and English (both spoken and written)