**Cheng Suet Tung(Ronald)**

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Address: RM 2410, Lok Moon House, Tsz Lok Estate, Tsz Wan Shan KLN

**Education and Qualifications**

2011–2014 **1.The Hong Kong Polytechnic University**  
 BBA (Hons) Major In Accountancy (second class honours, **division 1**)

Minor in Finance

**2.** Completed paper 1 of Licensing Examination for Securities

and Futures Intermediaries (Outstanding Achiever of July 2014)

**Work Experiences**

### Dec 2015– Now *Associate 2-Middle office (IFS hedge Fund), State Street Bank*

A. **Fund Asset Management** /**Investment Operations**

i) Coordinate trade capture process including Loan, fixed income, FX, derivatives, equity Swap, TRS, credit default swap, equity,etc.

ii) Interact on a daily basis with external parties i.e. clients, brokers and prime brokers

iii) Assist in the resolution of trade breaks with client and counterparties.

iv) Price client portfolio and Assist in the generation of position and P&L report.

v) Handle Fund of Fund Asset Management operation

vi) Monitoring and processing corporate actions.

B. **Project and client onboarding**

**i) Handle project-based tasks such as customized reports,**

**Workflow improvement**

**ii) Set up new client profile, C/P SSI in system and external system**

### July 2014– Nov 2015 *Officer- (investment product admin., investment operation dept, wealth services), Hang Seng Bank*

A. OTC Operations

i) Handling the IPOs of structured Products and Equity swap;

ii) Managing product life cycle events, including dividend,

maturity and early termination.

iii) Monitoring and processing corporate actions of the

structured products, including price adjusted, market

disruption.

iv) Handling the execution of second bond market and CDs.

B. Reporting and control

i) Generating and monitoring the daily reconciliation

reports, monthly report on trade activity and data, MTM

value and of bond and structured products.

C. Other operations and development

i) Supporting new products development-UAT testing

**Sports/Interests**

* Running-Regular
* Basketball and Badminton

**Skills**

* Computer: Proficient in MS Office (Word, Excel, Access)
* Language: Fluent in spoken and written English;   
  Native speaker of Cantonese