**Brian Chik植光宇**

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**Work Experience**

**Baring Asset Management,** *Operation Officer*  2015 – now

* Familiar with Global Equity and Multi Asset Funds with hedged share classes
* handle the oversight of the fund prices provided by fund administrator
* Work closely with internal teams located in both London and Hong Kong, and fund administrator to ensure timely and efficient delivery of accurate fund valuations. Liaise with fund administrator to resolve any discrepancies and issues identified in the valuation
* Coordinate with internal teams, external auditors and fund administrator in preparing annual/interim financial reports
* Ensure periodic reports are provided by the fund administrator as the agreed timeline with high accuracy
* Ensure all the products are complied with internal policies and regulartory requirments
* Assist in reviewing the operational processes and procedures with internal teams and fund administrator to ensure sufficient control and update for any changes on regulations and market practices

**HSBC Institutional Trust Services (Asia) Limited,** *Senior Fund Accountant*2011 - 2015

* Familiar with various fund products including RQFII ETFs, ETFs, Gold ETF, QFII Funds, Fixed Income Funds, Index Funds, MPFs, ORSOs, hedge fund and etc
* Prepare fund valuation, accounting and financial reports on a timely schedule and handle calculation of performance fee.
* Handle audit and prepare financial statements
* Provide support and answer client enquiries
* Monitor investment compliance
* Participate in system migration User Acceptance Test and ad-hoc assignments and projects

**Education**

**Hong Kong Baptist University**

*Bachelor of Business Administration in Finance (minor in Accountancy)* 2008 – 2011

**Queen Elizabeth School**

*Business stream* 2001 – 2008

**Professional Qualifications**

* Hong Kong Securities Institute (HKSI) Licensing Examination – Paper 1, exempted 7, 8
* Studying conversion program for HKICPA. Planning to obtain HKICPA qualification within two years

**Extra-Curricular Activities**

**Fund Management Committee**, **HKBU**, *Analyst*    2010 – 2011

* Managing a stock portfolio consists of over one million dollars funded by alumni
* Conducting stock analysis on company financial statements, and reviewing the portfolio

**School of Business**, **HKBU**, *Student Ambassador*   2009 – 2011

* Serving as Masters of Ceremonies and assistant in major school events and conferences
* Receiving VIP guests and sharing personal experiences with visiting students and faculty
* Helping to promote the BBA programme and the school

**Duisburg-Essen University, Germany***, Exchange Student* 2010 – 2010

* Studied courses: German language, Finance, Marketing and Management in Europe

**China Affairs Association**, **HKBU**, *Financial Secretary*  2009 – 2010

* Contacting and inviting external and internal guests to deliver speech in seminars
* Coordinating the internal works including maintaining the daily operation of bank account, preparing financial budget and reports and facilitating the operation of functions such as study tour and 25th anniversary

**Achievements**

* Student Ambassador Service Award, Hong Kong Baptist University 2011
* Exchange Award, Hong Kong Baptist University 2010

**Skills, Language and Interests**

**Computer skills:** Proficient in VBA, Word, Excel, PowerPoint, Access

**Finance Software:** Thomas Reuters, Bloomberg

**Statistical Software:** SAS, Eviews

**Languages:** Proficient in spoken and written English and Chinese including Mandarin

**Interests:** Playing board games; Hiking; Playing Badminton

**Personal Attributes**

* Attentive to detail, well-organized and posses strong analytical skill
* Outgoing and self-motivated to achieve targets
* Keen in problem-solving and facing new challenges
* Cheerful person with strong sense of responsibility and able to work under pressure
* Cooperative and detail-oriented

**Availability**

* 1 month

**Expected Salary**

* $26000 per month