

MEKALA RAMESH

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## Career Profile

I am a Senior Analyst experienced in Reconciliation process part of Fund Accounting, seeking a full time position in the field of finance where I can utilize my skills and abilities in an organization that helps in my professional growth.

Skill Highlights

|  |  |
| --- | --- |
| * Ability to do work individually as well as part of a team * Time Management | * Handling Pressure |

Experience

**StateStreet HCL Services.**

**Senior Analyst** - 10/2019 to 3/2022.

* Process: Reconciliation in fund accounting process.
* I have knowledge on manual templates.
* I have knowledge in the capital markets, derivatives markets and corporate actions and income & dividends.

**ROLES AND RESPONSIBLITIES**

### Major Roles:

* Monitoring the Day-to-day breaks in the reconciliations & Quality parameter.
* Checklists are prepared and submitted to the supervisor on daily basis.
* To handling the escalation queries & resolve in a timely manner.
* Involved in capturing process updates/ workflows pertaining to business & process.
* Monitoring the age breaks in the processes.
* Consolidated KPI & Break file on weekly basis.

### Fund accounting process:

* Perform the Cash & Position reconciliation in through the manual templates.
* Cash & position reconciliation we can see the different products like equity trades, derivatives, FX trades, corporate actions trades, dividend & income and miscellanies payments.
* Investigation and review of breaks to identify the root cause to clearing breaks.
* We are investigation the products breaks by using an application of MCH (Multi currency horizon).
* Following up of aged breaks with FA team to create an offset entry to resolve thebreaks.
* Dealing with brokers, sub brokers and IM for the setup the statements**.**
* Take up calls with CP for the setup the statements and resolving the aged breaks ensures to follow the escalation matrix.
* Supporting the trade processing team.
* Monitoring the KPI and SLA’s on daily and weekly and monthly tasks.
* Monitoring the fund addition and deletion for respective clients.
* Elevate the SOP in the respective products and recons.
* Perform the daily and weekly and monthly task. Handling the audit queries and escalation emails.

# Education

Shanthiram Engineering College Affiliated by JNTUA MBA - Finance

2017 - 2019 | Percentage – 76.

National Degree College Affiliated by Rayalaseema University.

B.Com - Computers

2014 - 2017 | Percentage – 72.

# Intern Projects

**Project Title:** A Study on Capital Budgeting.

**Duration:** 45 Days.

**Project Description:** An Investment Appraisal analysis on company products with the help of available data provided by the organization.

# Technical Skills

* MS Office
* Macros
* MCH

**Declaration:**

I mekala Ramesh, hereby declare that all the above stated information is true to the best of my knowledge.

**Place:**

**Date:**

**Mekala Ramesh**