Muhammad Nauman Alam Khan nkhan.mfa2021@london.edu +44 (0) 7404 441 315

EDUCATION

2020 - 2021 London Business School, United Kingdom

Reading for Masters in Financial Analysis – Option to graduate in 2022

Modules include: Analysis of Financial Statements, Corporate Finance, Data Analytics for Finance, Securities Valuation and Financial Modelling

2018 - 2022 Chartered Financial Analyst (CFA) Institute

Level 2 candidate | Cleared Level 1, scored in top 10 percentile

2015 - 2018 University of Nottingham, Malaysia

BSc (Hons) Finance, Accounting and Management | First class | High Achiever's Scholarship Nottingham Advantage Award: Malaysia Global Business Services Case Study Competition 2017 Modules include: Advanced Financial Reporting, Computational Finance, Financial Markets

BUSINESS EXPERIENCE

2018 - 2020 Royal Bank of Canada (RBC), Kuala Lumpur, Malaysia

Graduate Rotational Program

Shareholder Services (6 months)

- Prepared and analysed KPIs to facilitate strategic decision-making in minimising costs and employee overtime hours by 25% across the department
- Developed tools on excel and VBA to enhance communication between dealing and reporting teams resulting in daily time savings of 3 hours
- Supported dealing team in executing transactions on behalf of clients whilst adhering to rigid timelines and maintaining a 100% accuracy rate

Treasury Market Services (6 months)

- Modelled business processes for emerging market currency trades to streamline operations and reduce 2 hours of day-to-day manual processes
- Coordinated a value stream analysis to optimise lead times and remove non-value adding activities resulting in 1 FTE saved
- Led business continuity analysis to ensure effective incident management and uninterrupted business operations, enabling a smooth transition to 100% remote working conditions during Covid-19

Operational Performance Management (6 months)

- Produced performance reports for senior leadership and clients using PowerPoint providing trend and in-depth analysis with 100 % accuracy and timeliness
- Migrated the client reporting process from Ireland to Malaysia, assisting in change management and providing stability to meet critical deadlines
- Created procedure documentation and cross-trained 5 team members on the client reporting process;
 recognized by management for attention to detail and effective presentation

Reconciliation Production Services (6 months)

- Implemented communication via SWIFT between internal teams and global transfer agents to eliminate manual reconciliations by 60%
- Designed and built a database to track and reduce monthly tasks performed, improving efficiency, and cutting down overtime costs by 30%
- Analysed controls to assess efficacy in mitigating potential errors and ensuring compliance with internal audits, improving audit ratings by 20%

ADDITIONAL INFORMATION

- **Leadership:** Executed a lead role on the RBC Welfare Committee to organise events promoting healthier lifestyles, increasing awareness, and providing mental health resources
- Faculty representative for Arts and Social Sciences leading 69 representatives in the student association to solve complex problems highlighted by students
- Volunteering: Planned and managed fundraising activities for RBC Race for the Kids 2019, creating engagement and awareness, raising RM 145,000
- Arranged a volunteering initiative to construct a water distribution system for a village of Malaysian Orang Asli (Indigenous) families and contributed funds for housing construction
- Led fundraising to deliver tuition fee and books for 9 under-privileged children in India in 2018
- Sports: Captained the university hockey team winning multiple tournaments, and regularly play squash
- Languages: Fluent English and native Urdu