

Curriculum Vitae

Harsha.K B'com, M'com 4064, 3rd Main, 4th Cross, Gayathri Nagar, Bangalore -560010 Mobile: +91-7829364364 harshak8120@gmail.com	Executive Digest
Personal Dossier Father's Name : Krishnamurthy A V Date of Birth : 20th Oct 1981 Marital Status : Married Languages Known : Kannada, Hindi English Hobbies : Listening to music, Reading, Trekking, Browsing,	<ul style="list-style-type: none"> ➤ 6+ Years of Experience in Banking backhand operation ➤ Good experience in Financial Advising ➤ Senior Financial Analyst at JP Morgan, Bangalore. ➤ Backup to Production lead. ➤ Investment Banking LOB (Brokerage, KYC), Collection (A/R) and Reconciliation with 5years of experience. ➤ Insightful experience in implementation, operations and support functions of business solutions using some of related URL'S. ➤ An effective communicator with strong team management, leadership, analytical and coordination abilities.
Academic Credentials	<ul style="list-style-type: none"> ➤ M'com' in Banking and Insurance Management, 2002 to 2004, Annamalai University. ➤ B'com' in Accountancy and Mathematics, 1998 to 2001, Bangalore University. ➤ PUC in commerce 1996 to 1998 Bangalore University
Professional Certifications	<ul style="list-style-type: none"> ➤ MS Office Certification from Data Pro Institute ➤ Tally 7.5 ➤ Computer Basic ➤ Speed Typing with First Class
Experience	Chronology
Nov'13 with Millennium Pools Pvt. Ltd, Bangalore, as: Executive Internal Auditor, Cost controller and Operation: Project coordinator	Key working area : Performing audit work to provide the accurate data to management, have control on project cost. Coordinating the concern PM for smooth flow of all projects. <ul style="list-style-type: none"> ➤ Verification of Purchase order and material purchases ➤ Verification of work performance (Site Inspection) ➤ Monitoring project progress & performance ➤ Managing project deliverables in line with PM ➤ Providing regular status report to Vice President

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➤ Achievement in the process:

April'12 to Oct'13 with ESS and ESS Investments, Bangalore, as Financial Advisor: Stockbroker

➤ Handling Portfolio of client:

➤ Financial Planning, Protection and Investment Guidance:

- Analyzing the AMC report
- Providing input towards process improvement

- ✓ Took Initiative towards out station job (Hyderabad) and provided valuable input to management, also had healthy conversation with client towards completion of their projects. Which had given a better result to company to get back its No1 position in the potential market and also it has helped the financial position (by recovering outstanding amount).

Key working area: Portfolio Management, Client Services, Financial Planning.

- ✓ Conducts Financial needs Analysis and recommends appropriate products to meet client needs. Investigate discrepancies and prepare a resolution reports. Good communication, interpersonal, time management, analytical, organizational, and leadership skills.
- ✓ Experienced in market research, account performance analysis, investor relations, financial planning.
- ✓ The primary task is to understand the client current financial position. Like their Investments and returns, Detail of Loan, commitment and expenses, current cash flow and transaction etc....
- ✓ Isolation of investment will provide A good result. Such as equity investment, mutual funds, Government bonds. Guiding the Investor toward safe role, they should enjoy benefits cut of their investments. We would recommend our client towards Life insurance, property insurance, Accidental insurance etc.... this will lead client to safe guard there family if any unanticipated situation occurs.

Previous employment info:

Jan'07 to Mar'12 with JP MORGAN Bank, Bangalore, as Senior Financial Analyst

Key working area: Market analyses primarily work as agents for buying and selling of shares, stocks and other financial instruments. Earn commission for each of the transactions

- ✓ Working in timely and accurate manner to minimize losses to the firm and determining new methods of research. Ensuring Service Level Agreement (SLA) is being met to provide the better result.
- ✓ Ensuring all escalation's are replied on time

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➤ Key functional area:

Working for KYC norms, verifying customer account status, financial transaction, occupational & legal status authorizing for further process.

- ✓ Performs quality Checking for the transactions of the team
- ✓ Conducting auditing weekly and monthly basis
- ✓ Preparing the Recon statement and reviewing customer's A/C balances
- ✓ Passing adjustment to books of account based on the collection process

➤ Key working area:

- ✓ KYC Department: Verify all the documents to open an account and providing all necessary information to client.
- ✓ Othering client to process their banking activity systematically.
- ✓ Image retrieval is A key area where I had provided the necessary input to organization.

➤ Recovery and fund management

- ✓ In this functional area recovery of funds is key sensitive .
- ✓ Providing the best fund management information and have A business continuity with the client is most essential.
- ✓ Deal with other Financial Institution, Banks and also with individual client was taken A important role.

➤ Achievement in the process:

- ✓ Best performer of the quarter 2011
- ✓ Best performer for the month July and August 2011
- ✓ Backup to Lead, Good communicator.

**Dec'05 to Jan'07 with
First Indian Corporation (F.I.C),
Bangalore, as Process Analyst**

FIC is a Title Insurance company. They provide a clear detail about the property. Such as mortgage detail, dispute detail, lien or sue detail, owner ship details etc...

Key working area: Preparing the prelims for online request from the local office (USA) and also from the main office (USA Florida) with using some URL's.

- ✓ Backup to Production Lead and handling the team
- ✓ Assigning the high priority work within the SLA time etc.....

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**Apr'04 to Nov'05 with
Mr. Mohan Kumar Chartered Accountant
Bangalore, as Account Assistant**

This company dealing with handling Business accounts, Sales tax, IT returns and companies yearly balance sheets. Sales tax returns filing and Fixed assets audit performed to M/s. Jai sales corp., M/s CVC Technologies & M/s. Sasken communications.

- ✓ My responsibility includes keeping all business accounts updated
- ✓ Filing of Sales tax and IT returns
- ✓ Interacting with clients to finalize the books of accounts monthly basis
- ✓ Preparing the Fixed assets audited report for a company

Major Live Projects / Process Improvement

- **Making of WPFINC work type as in scope:** This is one of the complex scenarios to be process in India. Earlier this work type was Out of Scope. Coordinated with site (through calls) and management. Rectified this and worked on this to make as in scope. Due to this there was a 14.5 % spike in incoming volume.
- **Floor Marshal:** This is the key role for any organization, which can provide best facilities to employees on floor activity.
- **Preparing Daily ageing report:** This is one of the best activities which were implemented in our team. This has helped the team to have better control on their volume and ageing inventory. Ageing SLA are 1 day (Same day SLA), 30 days and 3 month's basket.
- **Collection team targets revised:** Cross training provided to other team member where they can minimize the lose (Charge off lose) percentage to company.

Achievements at JP Morgan Chase

- ✓ Awarded for scoring highest marks in Competency Assessment Test.
- ✓ Best performer of the quarter 2011
- ✓ Best performer for the month July and August 2011
- ✓ Received the award for being an effective charge off committee member
- ✓ Team won the "GLADIATOR" award for being the best team.

Achievements at F.I.C. Inter Title Business Process Outsource:

- ✓ Best multi task job award in 2006 (for Team Florida).
- ✓ Backup to Production Lead and handling the team.