**SHRUTHI**

Plot 5 flat no A4 Lakshmiganapathi

Flats Lakshmi nagar madipakkam

**Mobile** : +91-9710922339 chennai 600091

**Email** :shrunans@gmail.com

**Summary:**

* Graduated in Commerce with 4.3 years experience in Finacial Market Operations and Eight months in Anti money Laundering
* Responsible for Nostro Investigations and Compensations.
* Wide Knowledge in Foreign Exchange , Money Markets Operations. Encompass Compensations claims from various corporate and interbank Clients.

**EXPERIENCE:**

Worked in Scope International, Chennai as Senior Officer- Financial Markets operations from May 2010 to till 2013 December; Global Reconciliation Unit From Jan 2014 till Mar 2015 and as an Analyst in Anti money laundering from Mar 2015 till Oct2015

**Job Responsibilities:**

* Responsible for Nostro Investigations and Compensations.
* Responsibilities encompass analyzing and investigating of the Nostro outstandings.
* Follow up with the client/remitter for non-receipt of funds Report and settle fail trade on daily basis Maintain MIS on the monthly basis Effective follow up with counter party for claims / compensations Analyze and settle penalties Reconciliation of Nostro charges across all the countries.
* Won many Icon awards for nostro nil outstanding greater than 30 days as well for nil errors.
* Project Management Report Preparation.
* Ensuring the bank performs the financial transactions and maintains the required documents and records in the manner as required by the law
* Analyzing extensive accounting statements to detect any patterns or trends that present illegal activities or frauds
* Preparing weekly/monthly reports on forensic investigation of departmental and organizational accounts

**EDUCATIONAL QUALIFICATION:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COURSE** | **COLLEGE/SCHOOL** | **UNIVERSITY/BOARD** | **YEAR** | **% MARKS** |
| B.Com | M.O.P Vaishnav College  For women,  Nungambakkam | Madras University | 2007-10 | 70% |
| HSC | Asan Memorial Matriculation Higher Secondary School, Chennai | Tamil Nadu State Board | 2007 | 87% |
| SSLC | Asan Memorial Senior Secondary School, Chennai | Central Board | 2005 | 61% |

|  |  |
| --- | --- |
| **Languages known** | * Speak: Tamil,English,Hindi,Gujarathi * Read: Tamil,English,Hindi * Write: Tamil,English,Hindi |

**APPLICATIONS USED:**

* *TLM(RECONCILITATION)*
* *PSGL(People Soft General Ledger)*
* *OPICS GDC (all the deal flow)*
* *SC STAR (Messaging system)*
* *REUTERUS (Dealers Conversation)*
* *CRYSTAL BUSINESS OBJECTS (Comp in reports)*
* *CERS (Case log)*
* *POSEWEB(compensation rates extraction)*
* *GDC REPORTS (GL extracts)*
* *FILE NET ( Book transfers)*
* *ICM( case log maintainance)*
* *Detica*

*Tutions taken for all classes, well versed in English can accommodate for primary classes*

*Have passion towards teaching hence changing my profile and also will join teachers training asap*

*Joining date immediate*

*Last designation: Analyst*

**PERSONAL INFORMATION:**

**NAME**  : Shruthi L

**DATE OF BIRTH**  : 15/06/1990

**SEX**  : Female

**HUSBAND’S NAME**  : Lakshmi Narayanan V

**NATIONALITY** : Indian

**PLACE: Chennai**

**DATE: 10-September-2018**

(**Shruthi)**