

SHASHANK HT

Senior Associate, Transfer Agency

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SUMMARY

- Transfer agency experience of 4.5 years in Hedge Funds.
- Thorough Working knowledge of the transfer agency cycle.
- Good knowledge on Financial, Capital Markets and its products.
- High Standard of professionalism and Interpersonal Skills.

EXPERIENCE SUMMARY

**Senior Associate – Morgan Stanley Fund Services
through Teamware Solutions consulting PVT Ltd, Bengaluru.**

May 2024 –Nov 2024

- Part of a team of 7 members working on transfer agency for US based Hedge Funds.
 - Worked on processing of Subscriptions, Redemptions, Transfers and Fund Switches.
 - Coordination with client and investors for additional information regarding order processing.
 - Preparation of Customized order confirmation/notification/alert reporting.
 - Management of Investor bank account details.

Associate – Apex Fund Services, Bengaluru.

May 2020 – Feb 2024

- Part of a team of 10 members. Performed/Validated transfer agency trade life cycle processing of Hedge Funds Based out of Singapore and Hong Kong.
 - Worked on processing and review of Subscriptions, Redemptions, Transfers, and switch trades.
 - Finalize Monthly and Quarterly TA Nav Pack.
 - Coordinate with Customer Relationship Manager for Client Query resolution for the team.
 - Worked actively on New Client onboardings in PAXUS tool.

Intern – Starfing Private Ltd, Bengaluru.

May 2019 – Jul 2019

- Worked as an Intern in the Forex trading department as a part of MBA Summer Internship/Final Year project.

Auditor – MSSV & Co ltd, Bengaluru.

Aug 2016 –Jan 2018

- Worked as an auditor conducting audits for the financial year of companies and individuals.
 - Filed ITRs and uploading them on Tax portal.
 - Preparing reconciliations like vouching with Tally ERP 9 with supporting documentation.
 - Conducting client audits onsite.

ACADEMIA

Post Graduation, Master of Business Administration.
Jain College, CMS business school, Bengaluru

2018 – 2020

Graduation, Bachelor of Commerce.
Seshadripuram Degree College, Bengaluru.

2013 - 2016