

Sangeeta Segar

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CAREER OBJECTIVES

To be associated with a progressive organization that gives scope to utilize my knowledge and skills for both career and personal growth and to be part of a strong and competitive team that dynamically works towards achieving the goal of the organization

EMPLOYEMENT DETAILS

Job Title: Consultant

Company: KPMG

Date of Employment: Nov 2022 to Present

Roles and Responsibilities

- Review of complex mutual fund for Retail product which includes all core statements, schedule of investments with various footnotes, footed to applicable securities.
- Review of derivatives for retail products i.e. future, forward, option and swap with the supports provided by service provider.
- Review of I-shares (ETFs) product which also includes core statements, schedule of investments and few derivatives.
- Analyze how the fund performed through the recent portfolio activity and provide the solution for funds positioning at period end.
- Calculate the collateral activity if the fund has interest income during the period.
- Review the notes to financial statements and amend the language if required for any section.
- Handle the queries related to fund and take necessary actions from time to time and escalated any high-risk level error to the management and the service provider as a notification

Job Title: Process Associate (Financial Reporting)

Company: State Street Global services

Date of Employment: Nov 2016 to May 2020

Roles and Responsibilities

- Financial Accounting and preparation of the Balance Sheet, Income Statement and various accounting reports.
- Computation of NAV for the different structures of Funds.
- Worked on complex Master Feeder Structure.
- Preparation of Statement of Assets and Liability, Statement of Operations, Statement of Investments, Statement of Cash flow, ASC-820, ASC 7-815.
- Preparation of all the reports for annual Auditing purpose based on US GAAP and IFRS.

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Key initiatives and Achievements

1. Handled Complex Master Feeder structured portfolio and acted as Fund Lead in doing the bigger fund families.
2. Client Appreciation for many of the funds delivered
3. Received award for Star Performer
4. Awarded for helping out the team on peak business times

Job Title: Senior Analyst (Cash and FX Department)

Company: Northern Trust

Date of Employment: Jan 2016 to July 2016

Roles and Responsibilities

- Analysis, record the accrual and amortization of the operating expenses.
- Maintaining the monthly accounting records of the fund, calculation of all fund related fees like management and performance fees. Determine the value of the funds and allocate the profit and loss to each investor.
- Maintaining the SAS70 Checklist and supporting documents for audit purpose. Quality checks of the financial Reports before client delivery.
- Good knowledge on Financial Products.
- Booking of Capital Activities of the fund.
- Troubleshooting of problems faced by other team members
- Review of funds prepared by team members

Key initiatives and Achievements

- Contributed more than 50% of the Entire Teams volumes
- Self-Initiative in Processing Critical Instructions
- Played a key Role in processing transactions in time when there were huge volumes
- Self-initiative in guiding the new partners in understanding the process better
- Voluntarily Updates volumes and creates Meeting Reports
- Worked under pressure during high volumes and less Staff
- Takes initiative Create/Modify Templates, helps in Updating D-Pad on Timely basis by informing the Seniors/Team lead about the procedures and guidelines
- Helps the team in taking the EOD
- Received “SPOT” Award for efficiency of work.
- Received various appreciation mails

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Job Title: Analyst (Cash and FX Department)

Company: Northern Trust

Date of Employment: July 2013 to Dec 2015

Roles and Responsibilities

- Responsible to execute payment and FX on behalf of Client and Investment Managers
- Handling various global currencies, releasing FX's for funding trades, Corporate Action and Dividend
- Abide to regulatory requirements of restricted foreign exchange markets like Brazil, Chile, & Colombia
- Identifying and researching to avoid any kind of duplication and notify Investment manager to avoid potential losses to the company and the clients
- Send SWIFT messages(MT599/299/199) to our sub-custodian and interact with different countries banks/sub-custodians for FX execution
- Handling queries by liaising with account representative, network managers and different Sub custodian Banks
- Daily reviews of reports of client to advise any kind of overdraft or any discrepancy
- Daily reviews of TLM application to reconcile Client's accounts

EDUCATIONAL QUALIFICATIONS

- BBM from S.M.S.G Jain College Bangalore
- I.S.C from St. Joseph School
- I.C.S.E from St. Joseph School

PERSONAL DETAILS

Father's Name	:	G. Segar
Date of Birth	:	21 June 1989
Sex	:	Female
Nationality	:	Indian
Languages Known	:	English, Hindi and Tamil

Declaration: I hereby declare that the information furnished above is true to the best of my knowledge and belief

Bangalore
Date

(Sangeeta Segar)