**Nilam S Shinde**

Curriculum Vitae

“Shivlila Park , flat No-102

Near Apeksha Palace **Mobile No**.: 7276124537

Phursungi Pune-Saswad road- 412308. **Email** [**Id**-nilamshinde29@gmail.com](mailto:Id-nilamshinde29@gmail.com)

**Objective**

To achieve a challenging career in the final field to utilize my knowledge and talent to shape my long term career goal to become a manager of a reputed organization.

**Professional Experience**

Dynamic & competent finance professional with 6.11 years achievement driven experience in financial analysis of

various investment banking products & instruments includes mutual funds, financial reporting, equities, Income &

reconciliation, currently spearheading as Performance and Analytics Senior Analyst.

# WORK EXPERIENCE- 6.11 Year

**Professional experienc**e:

**Organization: Alliance Bernstein India Pvt. Ltd**

# From Jan 2023 to Aug 2023

**Client & Process Name: Private Client Performance Designation: *Performance and Analytics Senior Analyst* Location: Pune**

# Roles & Responsibilities:

* Our team is wok for financial instruments such as Money Instruments, Fixes Income securities, equities, derivatives, Future, forward, option+.
* Our team is strategically placed which reports directly to private clients on their YoY, MoM and even daily performance associated to each client portfolio as per their pre-set requirements.
* Reporting performance of all client accounts on a monthly basis, be it on security level or portfolio level.
* Handling performance requests received by clients on Ad-Hoc basis and providing them with required data.
* Account Type: Individual Account- Start with 0 and Parent Account -Start with 888 relationship bases on advisor
* There are two part of our team 1) TAQC (Total Quality Check and 2) Client Reporting
* If account not performed up to the Benchmark, then we block that account for QC.
* Types of Accounts:
* 1) New account 2) Existing Account 3) Account Rerun 4) AMC Account (Asset Mixed Change) 5) Journal Account
* To handle many tasks of Client reporting on daily, monthly, and quarterly basis.
* From Client Reporting team I worked for Daily Perf, DAA summary, Emma Summary, Emma Template and Many Advisor related Reports on monthly and quarterly basis.

**Organization: AXA Business Services Pvt ltd**

# From Dec 2018 to Dec 2022

**Client & Process Name: Alliance Bernstein (NY) Private Client Performance**

**Designation: *Senior Analyst***

# Location: Pune

**Roles & Responsibilities:**

* Our team is wok for financial instruments such as Money Instruments, Fixes Income securities, equities, derivatives, Future, forward, option+.
* Our team is strategically placed which reports directly to private clients on their YoY, MoM and even daily performance associated to each client portfolio as per their pre-set requirements.
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**Organization: State Street Syntel Service Pvt. Ltd**

* Working as a **Associate** in **Fund Accounting**.

# From Aug 2015 to Dec 2017

**Process Undertaken:**

***Client & Process Name*: *State Street Bank, US Custodian Bank(Fund Accounting) .***

# Process Description:

* **Roles & Responsibilities:**

# Process 1: Income Process Management:

* + Responsible for Income Processing on Alternate Investment Services funds which includes mutual funds, hedge funds, fund of funds etc. & determination of Income impact on Net Asset Value(NAV) of the fund on daily, weekly & monthly basis.
  + Verifying that the Income are booked correctly by cross checking the parameters like Income-rates, Ex-date, Record-date, Pay-date with Bloomberg lines setup of the fund.
  + Getting the Interest lines setup manually for the missing Interest on funds.
  + Verify the Trade Price with the Bloomberg for all Trades impacting NAV & the breaking tolerance.
  + Verifying out all impacts on the fund is good in regards to prices in portfolio
  + Validating the trade on fund, these trades should book correctly as per the their price, share, net amount, settlement location, trade data & settlement date.
  + Reviewing accounting task for TRADES, INTEREST.
  + Worked on Money Market Process

# Process 2-USMF Fund accounting (Monthly Proof)

* + Process-USMF Fund accounting (Monthly Proof)
  + Responsible for monthly auditing of the accounting packages & reconciling the general ledger with the Sub ledger, checking of the NAV & TNA & thus disclosing status or the positions of any particular mutual fund as well as working on MCH.
  + Basic Job is to ascertain the validity, reliability of the various items appearing on the financial statements i.e. P&L a/c, Balance Sheet which we called as Trial and General Ledger.
  + Proof preparation and Reconciliation of books (monthly/semi/annual/quarterly audit)
  + Communicating with the clients regarding the exceptions and unusual transactions affecting the proofing via emails or teleconferencing.
  + Reconciliation of books of accounts.
  + Followed client specific procedures provided in the SLA.
  + Identification & research of discrepancies in reconciliation and resolve them.
  + Reconcile various Trades, Cash and as of activity posted if any.
  + New application which is Known as LSL (Ledger sub Ledger)
  + Supporting to Team Leader for preparation of various reports.
  + Giving training to new joiners.
  + Following all the procedure to meet SLA daily, weekly reporting to internal and BU team.

# Additional Responsibilities:

* + Ensuring that the daily working become smooth and follow the timelines with the 0 errors to achieve the targets daily.
  + Update production trackers of funds.

**ACHIEVEMENTS:**

* + Work in functionalized group in fund Accounting.
  + Work in 3 Organization and become strong processor and reviewer in the process very soon .
  + Received Spot Recognition Award and Quarterly awards.

**Academic Profile**

# ASM’s, IBMR, Chinchwad, Pune University, Pune

# MBA (Finance) 2015

MBA Aggregate Percentage: 64.70%

# RJSPM , Pune University, Pune

# BSc (Computer Science) 2012

Aggregate Percentage: 59%

# HRM, Rajgurunagar, Maharashtra State Board, Pune Division

# 12th(Science) 2008

Percentage: 53%

# MGV, Rajgurunagar, Maharashtra State Board, Pune Division

# 10th State Board 2006

Percentage: 79%

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| --- | --- | --- |
| **Computer Knowledge:-** |  |  |

# MS CIT

**Technical Skills**

* MS Word
* MS Excel
* MS Power Point
* Internet

|  |  |
| --- | --- |
| **Computer Languages** | **C, DS, C++, Java ,PHP,MYSQL** |

**Personal Details**

Name : Nilam Sadu Shinde .

Date of Birth : 29-07-1990

Linguistic Proficiency : English, Hindi, Marathi

Hobbies : Reading Books, Listening Music, Coloring Pictures.

Marital Status : Married.

**Salient Personality Traits**

* Young and Dynamic with Result Oriented.
* Self motivated with a positive mental attitude.
* Ready to take up challenging assignments, which need patience, drive and skill.

Effective Leadership capabilities to manage a team in optimal way.

**Declaration**

I hereby declare that all the above-furnished information is correct to the best of my knowledge and belief. I will be glad if you allow me to render my service and endeavor to achieve maximum benefit to the firm.

**Place: Pune. Nilam S Shinde**