

# RITESH RATH

29years | Male | rath.ritesh@gmail.com | +91 9030843405



## SUMMARY

- A creative professional with a record of increased responsibility and known for taking initiative.
- Skilled at meeting challenges and deadlines.
- Self-motivated and adept individual with good communication skills.

## WORK EXPERIENCE

### Team Lead (Portfolio Accounting), J.P.Morgan Chase & Co. (March 2016 – August 2016)

- Coordinate processes for PE capital calls, distributions and new investment purchases.
- Review and approve monthly NAV packages for Private Equity Funds.
- Review and approve all third party invoices, including legal fees, management fees and incentive fees.
- Audit the work performed by other members of the department & initiate training programs.
- Ensure all portfolio discrepancies are researched and resolved in a timely and accurate manner.
- Ownership and accountability for timely and accurate resolution of cash breaks.
- Assist/support the Client Delivery function with special projects and requests.
- Assist in reviewing investor and month-end portfolio statements for completeness and accuracy.

### Financial Statement Analyst (Credit Services), HSBC - Hyderabad (November 2014 – February 2016)

- Reviewed financial statements and analysis of sales, revenue, costs, expenses and tax rates.
- Part of financial statement spreading team involved in generating CRR (Credit Risk Rating).
- Played a major role in migrating the process from on shore (Mexico) to India and making it business as usual within two months by providing 98% quality output beyond set expectations.
- Identified future trends and assessed risk associated with capital expenditure.
- Developed comprehensive reports, abstracts, charts to present data and guide investment strategies.
- Conducted ratio analysis and provided significant contribution towards generating CRR.
- Empowered new recruits in the team through training and coaching.
- Overcame the language barrier as the whole process is executed in Spanish language.
- Received awards for being a dependable employee, having highest production with best quality.

### Audit Assistant, P.R.Singhal & Co. - Cuttack Odisha (August 2007 – February 2012)

- Handled bank audits of renowned banks (SBI and UCO Bank).
- Conducted stock audits and suggested inventory management techniques to companies such as Asian Paints and Godrej consumables.
- Plant Audits covering all operations & processes initiated various costing techniques for operational benefits.
- Pre- Audit Function such as Contracts & Payments, Expenses Review and Project Audits.
- Solely undertook preparation and analysis of financial statements.
- Retail Audits (Stock Audits & Warehouse Visits )
- Reviewing work of team reporting to me and ensuring their targets are met.
- Strengthened the indirect taxation segment (VAT, ENTRY Tax, Way bill & C-Forms).

## ACADEMIA

MBA (Finance & Operations)	2013-14	Sri Sri University, Cuttack	8 CGPI(76%)
B.Com	2008	N.S.M City College	First Class Honors With Distinction
Class XII	2005	N.S.M City College	61 %
Class X	2003	CBSE	63 %

## PROFESSIONAL COURSES

- Completed Company Secretaries (Inter) From Institute Of Company Secretariats of India (ICSI)

## TECHNICAL SKILLS

- Intermediate MS Excel, Intermediate MS Word, Intermediate MS PowerPoint, RA (Risk Analyst) Version 5 Spanish as well as English, Private I (NAV Bookings)