

PRIYA MISHRA

Experienced Hedge Fund Accountant

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SUMMARY

Dedicated and results-oriented Chartered Accountant with over 7 years of comprehensive experience in hedge fund accounting, Fund allocation and Investor allocations and Third party reconciliations. Proven track record of improving processes, enhancing productivity, and assisting in implementation of technology solutions to deliver Service level agreements.

EDUCATION

Bachelor of Commerce

Mumbai University 📅 06/2012 - 03/2015 📍 Mumbai, India

Chartered Accountant

Institute of chartered Accountants of India

📅 06/2012 - 07/2016 📍 Mumbai, India

EXPERIENCE

Manager

Arcesium 📅 03/2023 - Present 📍 Gurgaon India

Leading team of 8 senior associates and analyst. review of monthly and daily deliverable and completed accounting /reconciliations processes resulting in updates to fund NAV and timely delivery of Investor Reporting.

- Taken Accountability for work product of the team - daily trade, position, Swap MTMs, and cash reconciliations to the prime broker / custodians/administrators as well as all income / expense accruals. In addition, overseeing timely reconciliations and settlements of OTC products.
- Playing an active oversight role in day-to-day operations, escalation of aged breaks, business-as-usual troubleshooting and setting direction and goals for individuals.
- Coordinating with investment managers, prime brokers & administrators and internal teams like pricing, MO & treasury to resolve day-to-day exceptions, as well as develop more strategic initiatives.
- Update outdated incentive and management fee calculation templates and streamlined accrual. Assisting tech team with requirements and amends for automations of this process.
- Setting objectives and felicitating required training of team members, undertaking their performance reviews and giving constructive feedback.

Manager

Viteos (CSC Group) 📅 09/2020 - 03/2023 📍 Mumbai, India

Handled team of 3 to deliver shadow accounting services to hedge funds and private equity funds such as monthly NAV reporting and Daily reconciliations with brokers, agents and Fund administrators.

- Headed the process of fund allocation and investor allocation and compare with Admins by reviewing and guiding team with preparations.
- Onboarded new clients and collaborated with internal and external team for streamlining automation processes of different reconciliations and reporting
- Led three way calls with hedge funds and fund administrators for discussions of breaks and discrepancies of accounting enabling in smooth delivery for monthly NAVs.
- Reviewer responsibilities of all types of daily & monthly reconciliations and comparisons such as cash, position, FX, PNL & TB compare.

STRENGTHS



Specialized Fund Accounting

Holistic experience of fund accounting industry



Excellent Team Management

Leading and guiding team mates to achieve the goals and common objectives.



Strong Communication Skills

Facilitated & led effective collaboration between internal and external teams & with client

SKILLS

Hedge Fund Accounting

Private Equity Accounting

Shadow Accounting

Team management

Investor Allocation

Expense management

Presentation skills

Multiple Teams collaboration

Data analysis Communication

ACHIEVEMENTS



Successfully streamlined fund accounting processes

Improved efficiency and accuracy, resulting in significant cost savings



Automation of Fee calculation Process

Assisted in automation through my in-depth understanding of different fee structures

EXPERIENCE

Senior fund Accountant

Citco

📅 08/2018 - 09/2020 📍 Mumbai, India

- Monthly NAV Calculation: Actively involved in preparation of monthly NAV & investor allocations produced for the client and ensuring the accurate and timely delivery according to Service level agreement.
- Non Trading accruals: Posting daily accruals as per provided budgets by IM and tracking payments against it and analyzing it from accounting perspective.
- Process Automation: Was involved in automation of processes with the help of development team and have implemented the process successfully was involved in various UAT testing's.
- MIS Reporting & presentations: Preparing various MIS reports for higher management to be used for monthly reporting. Also involved in preparing various presentations for training and knowledge transfer.

Associate

Morgan Stanley

📅 01/2017 - 08/2018 📍 Mumbai, India

- Preparing various reconciliations like MTM, cash, positions, dividend for multiple product type and breaks identification and liaising with internal teams and clients for resolution.
- Monitoring corporate actions and reviewing it's impact on portfolio and NAV accounting.
- Preparing monthly fund allocation of PNL and calculation of management fee and incentive fee as per the Fund incorporation documents .
- Performing P&L analysis, daily cash projections, calculation of FX transfers required for funding
- Accrual of daily and monthly non-security related accruals

Article Assitant & Senior Associate

Ashok Jayesh & Associates

📅 09/2013 - 11/2016 📍 Mumbai, India

- Being part of Statuary audit , Internal audit, Tax audits , Bank Audits teams.
- Filing various tax returns such as Income tax , Service tax, Vat , TDS and tax audit return.
- Finalizations of books of accounts, Financial statements, registration of clients under various laws of India