

Anthony Li

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EDUCATION

Northeastern University , D'Amore-McKim School of Business	Boston, MA
Bachelor of Science in Business Administration	December 2016
Concentration: Finance and Accounting Minor: Computer Science	
CFA® Program participant, CFA Institute. – Completed Level I in 2017	

PROFESSIONAL EXPERIENCE

Wellington Management Company	December 2017 - Current
<i>Sr. Portfolio Accounting Analyst</i>	Boston, MA

- Oversee outsourced reconciliation vendor, analyze data trends and implement solutions to reduce monthly break volume
- Produce VBA macros to improve organization and efficiency – 2 brought into production applications by development team
- Build connections with custodian relationship managers to escalate, identify and develop solutions for custodian issues
- Managed Northeastern University Co-ops – Co-built macro that enabled a monthly task to be transitioned to client services

Wellington Management Company	June 2017 - December 2017
<i>Trade Operations Analyst</i>	Boston, MA

- Coordinated with international teams to ensure that global trades were settled within market-established settlement cycles
- Proactively monitored potentially failing trades in order to minimize risk of failure and maintain client satisfaction
- Escalated issues and collaborated with Trading Desk to resolve short-notice or high-value trades up to \$50 million
- Identified inefficiencies in operational processes and made recommendations to maximize number of trades settled per day
- Attended meetings with brokers and custodians to align perspectives and develop solutions to ensure smooth settlement
- Liaised with Corporate Actions and Client Services teams to track corporate actions and reconcile any resulting effects

Liberty Mutual Insurance	January 2016 – June 2016
<i>Financial Analyst (National Insurance) Co-op</i>	Boston, MA

- Compiled a bi-weekly forecast analysis for National Insurance branch that was utilized by Operations, Analysts and CFO
- Prepared daily, weekly and monthly reports/packages for 6 Analysts to generate strategic recommendations for Operations
- Optimized Construction planning process by creating a data normalization macro that saved at least 3 hours per run
- Assisted in company's piloting of Oracle Smart View by creating documentation and ensuring compatibility for files being transitioned from Oracle EssBase
- Bridged communication in team by introducing a summary file that allowed reporting process to be completed one day early

The MENTOR Network	January 2015 – June 2015
<i>Accounting Co-op</i>	Boston, MA

- Saved 5% on accruals by tracking payments and identifying past accruals that the company was still being billed for
- Initiated and designed training curriculum for future employees, which included operating procedures and practice scenarios
- Created monthly reports used to analyze accrual variances across the company's 100 business units
- Reconciled 30 assigned GL accounts through Blackline and Oracle on a monthly basis

ADDITIONAL EXPERIENCE

Wellington 2020 Hackathon, Development Track – 2nd Place

Northeastern University Vietnamese Student Association	March 2013 – May 2016
<i>President, Vice President, Secretary, Choreographer</i>	Boston, MA

- Revitalized organization by defining a new mission statement and aligning the executive board's goals, which resulted in a growth in active membership from 20 to 70
- Successfully pitched \$14,000 event and coordinated 15 participating student organizations for it, drawing over 500 attendees

SKILLS

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- Advanced proficiency in Microsoft Excel (VBA, VLOOKUP, INDEX-MATCH, Pivot Tables, Formulas)
 - Proficient in Programming (Java, MySQL, Python, Javascript), Oracle EssBase, Oracle Smart View, Microsoft PowerPoint
 - Knowledgeable in Bloomberg Terminal, Microsoft Access