

PROJECT MANAGER/PRODUCT SPECIALIST

- brownanthonyh@LinkedIn.com

Professional Summary

Highly-accomplished and detail-oriented professional successful at adhering to project deadlines and staying within budget with regard to assigned projects.

Successful at developing Statement of Work proposals including budgets and estimates for client projects.

Work History

Project Manager/Product Specialist , 08/2007 to Current

Microstrategy â€“ Dallas , TX

- Work in SPS Fixed Income shop and provide end to end project support of technology driven solutions for Global Banking Financial Clients.
- Provide and create SOW for clients interested in new projects related to special products testing.
- Assist clients with end to end testing for upgrade related activities.
- Develop Sequence of Events (SOE) related to upgrade testing and Production implementation for release upgrades and special projects.
- Create and update project dashboards related to special projects.
- Provide hands on troubleshooting analysis and support on QA and Production related issues.
- Manage new Impact release software upgrades coordinating installation, client UAT regression testing, upgrade mocks, go-live and post implementation support.

Consultant , 12/2006 to 07/2007

Valmet Corporation â€“ Federal Way , WA

Business Analyst , 12/2005 to 12/2006

Microstrategy â€“ Burlington , MA

- Worked on Equity/Fixed Income conversion project with Brandywine Global Investment Management Subsidiary migrating from XIP/McGregor Trading System to Charles River/Portia Trading System.
- Worked as Project Manager developing and maintaining Project Plan including meeting with team and client regarding conversion project.
- Developed Report Requirements documentation identifying critical reports needed for conversion activities and day one trading.
- Assisted with the development of current and proposed workflow analysis for Fixed Income and Equity trading environments.
- Job duties included travel to Brandywine offices in Philadelphia for weekly meetings with Traders and Project Managers related to information gathering and project updates.
- Coordinated and facilitated weekly meetings at the Legg Mason/Brandywine office with team members involved in the project.
- Operations Fixed Income - Settlements Worked on the conversion of AIG Trading System Portia to PAM.
- Responsibilities included Trade Processing/Trade Support.
- Resolved trade breaks with brokers and custodians.
- Resolved accounting differences with custodians & banks.
- Daily processing of Fixed Income, Emerging Market/Euroclear securities.
- Worked on special projects and assisted with Charles River Fixed Income testing of trades for test and production.

Consultant , 07/2005 to 12/2005

Microstrategy â€“ Atlanta , GA

Consultant , 07/2004 to 07/2005

Windermere Real Estate â€“ Alameda , CA

- Worked as a Consultant with JP Morgan Chase providing Trade Support for Treasury & Corporate desk including booking of treasury securities using CORE system
- Resolved trade breaks for Corporate and Gov't desk.
- Responsible for daily affirmation and settlement of NSCC/FICC corporate contracts using CMU system.
- Provided daily account reconciliation & account maintenance using CORE & Bloomberg systems.

Realtor , 12/2002 to 07/2004

Exl â€“ Florida , PR

- Represented Buyers and Sellers with Real Estate Transactions.

Assistant Vice President , 09/1997 to 06/2002

Columbus Association For The Performing Arts â€“ Columbus , OH

- Equity Trading Middle Office Responsibilities included the daily booking and settlement of Equity & OTC Trades with customers and custodians both domestically, and globally using NYFIX, Oasys, and Global Oasys Systems.
- Resolved Daily Trade Breaks directly with floor clerks at the NYSE, including working directly with the P & S Department to resolve trade breaks.
- Provided Front Office support to Traders on Fixed Income Trading desk related to booking and settling of trades.

- Worked as a supervisor to a group of 8 people delegating duties and responsibilities with regard to day to day activities related to trade settlement and clearance.

Operations Assistant , 07/1996 to 09/1997

Columbus Association For The Performing Arts "New Haven , CT

- Major duties included daily input of all equity trades using an in house trading/accounting system.
- Handled all trade settlement issue related to breaks and clearance.
- Provided Middle office support for equity traders on desk in Wealth Management Group (Wood Struthers).

Operations Assistant , 08/1993 to 07/1996

UBS ASSET MANAGEMENT "City , STATE

- Responsible for all Global Eurodollar trade settlement for Fixed Income Securities.
- Worked directly with custodians, and banks to resolve trade differences Assisted with domestic trade settlements and daily trade confirmations.
- Assisted with booking of daily Repo trades working directly with the Front Office Trading desk.
- Handled booking and reconciliation of trades using the Portia system.

Operations Fixed Income , 12/2005 to 12/2006

AIG "City , STATE

- Provided back office Trade Support
- Resolved trade breaks with brokers and custodians.
- Daily processing of Fixed Income, Emerging Market and Equity Trades using Charles River system.
- Resolved P & L differences between AIG and Bank/Custodian.

Education

BA : Political Science , 1983

Morgan State University - City , State

Political Science

Skills

account reconciliation, accounting, go-live, Banking, Bloomberg, CEDEL, Consultant, contracts, conversion, client, Clients, documentation, Equity, Euroclear, Financial, Fixed Income, Front Office, Investment Management, Market, meetings, Excel, Office, Microsoft Project, Microsoft Word, QA, Real Estate, Securities, Settlements, SPS, supervisor, Trading System, Treasury, troubleshooting, upgrades, upgrade, workflow analysis