

RESUME

Mr. Prashant Mohan Thube.

E-mail: Prashanthube206@gmail.com

Mobile: 9860049913

OBJECTIVES:

- To gain exposure in a prestigious organization, which would add to my professionalism required for the industry so as to improve my interpersonal skills and have better future prospects.

PROFESSIONAL EXPERIENCE: (12 Month)

Company Name : State Street Syntel Services Pvt. Ltd.

Duration : 31 Jan 2018 to till date

Designation : Associate

Job Profile : Position Reconciliation, QC and Escalation, Reporting and Client handling

- Reconcile the client portfolio, financial statement and records with custodian bank statement.
- Matching, comparing, verifying clients account portfolio with custodian and work on position discrepancy.
- Finding the reason why discrepancy comes. There are some reasons of share discrepancy between Investor Manager Portfolio and custodian bank.
Reasons: Pending trade which is not settled yet, Pending Corporate Actions, Paydown issues, Account setup issues, fail trade which bank fail to settle on Settle date, missing trade, custody vs. accounting breaks and private placement/restricted securities etc.
- Researching on securities whether it's short term investment funds, FNMA and GNMA securities, corporate action, pending trade, fail trade, fixed income securities, money market securities, derivatives, pay down etc. As per research code and comment on TLM.
- Reconciling securities on TLM (Transaction Life Cycle Management) system and generate Match Un-match Report in excel to review the position exception.
- To discuss the escalations, issues on exception with client and oversight team on daily call.
- Escalate the inquiry position logs to custodian and reporting issues on daily basis.
- To analyze, match, compare the market values of client with custodian bank and perform the 'Total Aggregates Market value recon'.
- Doing internal audit within team and complete report submit to management.

Custodian:

We work for Investor Manager and we have several major custodian funds like as State Street, JP Morgan, Northern Trust, BBH, US Bank, BNY Mellon, Citi bank, Morgan Stanley, Deutsche Bank, Associate bank, Bank of America, UBS bank, FIS Global, Society General, BNP etc.

Reporting and escalation:

- Quality Control, Daily position escalation, daily calls with Client and custodian, Preparation of position exception logs, Publish and upload the account properly without any error.
- Report the 'Daily Completion Report' to oversight team with fund account detail on daily basis.
- Report all completed Match Un-match reports to client as per the given dead line.
- Report all open inquiries to client and custodian as per the client fund and custodian number.
- Report the completed Market value and currency forward recon to client.
- To send the 'Position all Exceptions Details' report to Boston oversight team on daily basis.

- Respond the client inquiries through IMT (Inquiry Management Tool) and mails complete daily reporting within dead line time. Assign inquires to correct team or person.
- Hedge fund recon performs during the 2nd Business Day, take update session, allocation of work, make error log and send to Deputy Manager and Team Lead by weekly.

Responsibility:

- Performing Share PAR, market value, currency forward transaction, Cost recons, ID linking, and agent recon, as per given dead-line.
- Review the high priority position break and work with custodian to resolve the exceptions.
- Delivering accounts and high priory Recon request to client as per their requirement.
- To escalate if any issues, inquires, client reply and take follow up on that inquires and issue.
- To research the exceptions in data, client base applications, Bloomberg and sent to client.
- To give training to new joiners, help to other team members and co-ordinate with oversight team.
- Ensure all the reports are generated and delivered with in time.

Applications : TLM, Inquiry Management Tool, Citrix and Client's applications

Achievements : One times 'Syntel champ' awards for excellent job done, 100% Quality

EDUCATION QULIFICATIONS:

Degree	Specialization	Institute/University	Year of passing	Percentage of Marks
B.com	Cost and Work Accountancy	New Arts, Commerce and Science College Ahmednagar, Pune University.	2014	57.00
HSC	Commerce	Kolhapur Univercity	2012	63.00
SSC		SSC Board	2209	61.00

Certification: NCFM Securities Markets Beginner module Certification Examination

SKILL SET:

- Smart Worker with Analytical mind set. Go-getter and Self-motivated.
- Good communication and presentation.

PERSONAL PROFILE:

Current Add :- Ganesh naagr ,Chikali. Near Ganesh Temple

Address : - At-Post Chas, Tal - Ahmednagar, Dist. – Ahmednagar,
Pin code-414005.

Date of Birth : - 29th .April 1994

Gender : - Male.

Hobbies : - Traveling, listings music and reading.

Languages Known : - English, Hindi, Marathi.

I hereby declare that the above information given is true to the best of my knowledge and belief.

Date:-

Signature

Place:- Pune

Prashant Thube