VAIBHAV ANIL MUJUMDAR

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JOB OBJECTIVE

In Search of career enhancement opportunities in Financial Services with a leading organization where experience and skills will be an asset

PROFILE SUMMARY

- An ambitious and successful professional with total of 6.7 years and 5.4 years of experience in managing Financial services with extensive focus on Data Analysis, Financial Analysis and Operations.
- Fair amount of knowledge of Capital markets viz. Equities, Derivatives and basic Fundamentals and Corporate Actions and Reference Data.
- Working knowledge of basic MS-Office and Advance Excel.

CAREER HIGHLIGHTS

Company: **Capgemini Technology Services India Limited** **(Previous Experience)**

Designation: - **Senior Associate (A4)**

Process: - **Reference Data and Corporate Actions**

Role:

- New Security set up based on the requests received as well as researching through various vendors like Reuters, Bloomberg, LSE, WPS, Ex-share.
- Co-ordinating with IT team on various issues that requestor or client has and try to provide resolution.
- Handling and resolving issues related to various types of instruments like Equities, Bonds, Preferred stocks by coordinating with various internal teams.
- Creation of Securities like Equity, Warrants, Bonds, Convertible bonds, Treasury bills and notes on the basis of term sheet in system called DMSI (Data Management System Instrument) Cash Equity, Classic and Fixed Income on the basis of Vendors.
- Effectively handling of client requests, queries and escalations through calls, E-mail, IRT tool &chat channels.
- Processing Corporate Action for reference data purpose to create instrument.
- Working on Ad-hoc tasks or Projects without hampering the daily BAU activities.

Company: **Morningstar India Private Limited** **(Aug '15 – Feb'19)**

Designation: - **Senior Data Research Analyst**

Process: - **Corporate Actions** (**Price, Data and Client Support**)
Global Fundamentals – (Analysis of Financial Statements) (Non-UK).

Role:

- To Receive the Corporate Action data from Data Vendor.
- To Verify and analyze the information provided by Data Vendor as well as Data points like Ex-date, Record date, Pay date, Frequency, Gross and Net amount from the company website, Press Releases, Exchanges.
- Processing of Various Corporate Actions like Cash dividend, Special Cash dividend, Stocks Split, Stock dividend and Right issue.
- Handling of queries from peer teams as well as from Clients relating to Corporate Actions via E-mail.
- Co-ordinate with Technical team on various issues relating to applications, vendor files as well as projects.
- Giving trainings relating to process to new joiners as well as colleagues.

- Co-coordinating with Methodology team for any process specific or any queries to get an effective solution.
- Checking the price related issues or queries like mismatch or variations in prices of securities due to various corporate actions applied.
- Collect and analyze companies annual and Quarterly reports, collect and provide Fundamental as well as Non-fundamental data from Financial statements so as to help clients to take investment decisions.

Company: **State Street Syntel Services Private Limited**   **(Feb '14 – May'15)**

Designation: - Associate (E1)
Process: -   **Ares Corporate Action (End to End) –Middle Office.**
Vertical: -   **Asset Servicing Group (All Voluntary and Non Voluntary events).**

Role:

- Corporate Action notification from custody. Print, Research and validates with secondary sources like Bloomberg, FTS.
- Checking in whether notification is related to already existing set up event or is it completely a new notification.
- If notification is related to already existing set up event, then checking for updates sent by the Custodies like ex-date, record date, payment date, ratios etc. and updating the same to the clients.
- Sending of Corporate Action event information to the Fund Manager.
- Giving proper updates to the Fund Manager or Client as and when they are received from Custody.
- Processing of monthly / Quarterly Unit Trust Distributions and Reinvestments into the system.
- Communicating Fund manager decision to Custody by sending Fax instructions before Custodian Deadline date and receive confirmation from them for the Action taken.

ACHIEVEMENT DURING CAREER FORMATION

- Won "Syntel Champ" award for best performance for the month of November, 2014, Also got Rising Star award at Capgemini for effectively handling the process for the month of September,2019.
- Got Appreciations from Team Lead and Senior Manager [Corporate Action Process] for identifying critical "Right Distribution Event" from the SENS Circular.
- Got Appreciation from Corporate Action-Oversight Team for understanding the process very well.
- Contributed to make the Corporate Action events backlog to "ZERO".
- Got Appreciation from Team lead for processing highest number of PRA (US and Canada) records continuously for Two months.

EDUCATION

COURSE	YEAR	SPECIALIZATION	PERCENT
M.M.S(FINANCE)	2010-2012	FINANCE	68.33
BACHELOR OF MANAGEMENT STUDIES (BMS)	2003-2006	GENERAL MANAGEMENT	63.41
H.S.C	2002-2003	COMMERCE	71.33
S.S.C	2000-2001	GENERAL	66

IT SKILLS

- Diploma in Hardware & Networking from JETKING Institute, Thane
- Certificate Course in Office Computing (MS Office – Word, Power Point and Excel).
- Operating System – Windows XP, 98.
- Certificate Course in Advanced Excel from Trans-IT Computer Institute, Dombivli.

OTHER SKILLS

- Data Analysis
- Corporate Actions
- Middle Office
- Six Financial Service
- Reference Data

CERTIFICATIONS AND WEBINARS

Certifications

- Successfully completed the Certificate Course "**Career Edge – Knockdown the Lockdown**" by **TCS Ion Digital Hub** comprising of **Soft-skills, Accounting Fundamentals, Basic IT Skills and Basics of Artificial Intelligence**.

- Successfully completed the "**Certificate Course on Corporate Actions**" by **TCS Ion Digital Hub.**

- Successfully completed the online "**Certificate Course on Risk Management in Financial Sector** " by **TCS Ion Digital Hub.**

- Successfully completed the online "**Certificate Course on Understanding Market Risk in Financial Sector**" by **TCS Ion Digital Hub.**

- Successfully completed the online "**Certificate Course on Understanding Settlements in Financial Sector**" by **TCS Ion Digital Hub.**

- Successfully completed the online "**Certificate Course on Basics of Swift Messaging**" by **TCS Ion Digital Hub.**

- Successfully completed the online "**Certificate Course on Understanding Basics of Mutual Funds**" by **TCS Ion Digital Hub.**

- Successfully completed the online "**Certificate Course on Understanding Reconciliation in Financial Markets**" by **TCS Ion Digital Hub.**

Webinars Attended (Hosted by IETE, Mumbai in Association with PANTECH SOLUTIONS, Chennai)

- **"Future of Artificial Intelligence"**

- **" Development of deep learning architecture"**

- **"Conversational BOT design"**

LANGUAGES KNOWN

- English
- Hindi
- Marathi

DECLARATION

I would like to mention that the above information is true and assure you the best of my abilities and capabilities if given a chance to serve in your organization.

Place: -   Date: -