Last Updated: 28 Oct 2016

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| Expected Salary :  **SGD 5,000** | **Jonathan Pan**  Compliance Officer at Aberdeen Asset Management   |  |  | | --- | --- | | Experience | 6 years | | Previous | Investment Analyst  SFP Asset Management | | Education | University of Sunderland  Bachelor's (2012) | | Nationality |  | | Mobile No. | 81114943 | | Email | jonpan1988@gmail.com | | Age | 28 years old | |

**Experience**

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| Dec 2015 - Present  (1 year 3 months) | **Compliance Officer**  Aberdeen Asset Management  Position level Cerf/Dip  Monthly Salary SGD 4,600 |
| Mar 2015 - Present  (2 years) | **Funds Desk Support**  HSBC Private Bank |  Position level Cerf/Dip  Monthly Salary SGD 4,200  Liaison between internal stakeholders (Private Bankers/Investment Counsellors) and Fund Houses.  Advising on queries relating to external Funds offered by the Private Bank.  Working with Fund Houses to organize Fund Presentation/Luncheon for internal stakeholders.  Generating of weekly Fund inflows/outflows and Fund Desk’s AUM.  Working with Bankers and Ops on procedures for exceptional cases.  Maintaining Fund’s Desk Fund Database  Other adhoc task relating to Fund Desk |
| Oct 2014 - Feb 2015  (4 months) | **Investment Analyst**  SFP Asset Management |  Position level Asc Degree  Monthly Salary SGD 3,900  • Analyst for Fund of funds firm with portfolios covering equities, fixed income, hedge funds and private equity funds.  • Provide investment research and due diligence checks on Funds and Fund Manager.  • Generate ideas for recommendations on funds to be added or removed from portfolios.  • Maintaining portfolio tools to ensure up to date information on portfolios.  • Maintaining and generating of risk and performance reports.  • Maintaining the Portfolio Management System through the booking of trades and updating of security prices.  • Other ad-hoc request from Chief Investment Officer or Fund Manager. |
| Nov 2012 - Sep 2014  (1 year 10 months) | **Associate**  Citibank N.A.  Position level Asc Degree  Monthly Salary SGD 3,412  Associate, Fund Compliance, CITIBANK  • Monitoring of investment and transactional activities of fund managers to ensure compliance with regulatory and client-mandated guidelines.  • Analyse and evaluate compliance through checks such as credit rating, derivative exposure, deviation from index weightings.  • Portfolio consisting various funds such as mutual funds, pension funds and exchange traded funds, covering countries in Asia such as Hong Kong, China, Taiwan, Malaysia, Singapore and Australia.  • Ensure timely and accurate reporting of breaches to clients and internal stakeholders.  • Provide quality service through assisting of clients with investigation into reported breaches or other ad-hoc queries raised by the clients.  • Assist with on-boarding of new clients by analysing client’s investment guidelines and providing advice on system capabilities to support the guidelines.  • Maintenance of rules and lookup groups in compliance system to ensure checks are performed accurately.  • Handled system projects such as implementation of new data fields.  • Training and guiding of new staff.  • Other duties include performing review of NAV report in respect of Cash/Stock Reconciliation; Unit Position Information; Price Variance Reports; Outstanding reports; monitor NAV Calculation and Price Errors. |
| Feb 2011 - Nov 2012  (1 year 9 months) | **Officer**  CIMB Bank Berhad  Position level Bachelor's  Officer, Private Banking Operations, CIMB Bank  May 2012 - October 2012  • Setting up of the Private Banking Operations (Middle Office Role) which consists of establishing the Policy & Procedure and Process workflow for the Private Banking Operations.  • Coordinating and mapping of processes for Sales, Product, Credit & Operations for the Private Bank.  • Working alongside SVPs and VPs in setting up of the Private Bank.  • Liaising with stakeholders such as Compliance, Treasury & Operations to ensure good coordination between the Private Bank and the various departments.  • Other duties include UAT testing for Triple ‘A’ Plus and other ad hoc assignments to establish Private Banking Operations  Officer, Electronic Banking Channel Operations, CIMB Bank  April 2012 – May 2012  Special Grade Clerk, Electronic Banking Channel Operations, CIMB Bank  February 2011 – March 2012  • Issuance of e-Banking products (ATM Cards/SMS/Token-OTP)  • E-Banking disputes (ATM/i-Banking)  • Payment settlements (Regional/Cirrus)  • Experience in UAT testing and Core-Banking cutover  • Experience in dealing with regional counterparts (Malaysia/Indonesia/Thailand)  Notable Achievement includes:  • Process improvements which has led to significant turn-around time and cost savings.  • Developed spreadsheets for e-Banking statistics/tracking and reporting for senior management. |

**Education**

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| 2012 | **University of Sunderland**  Bachelor's  Major Mechanical Engineering  Grade Higher Sec |

**JobStreet English Language Assessment (JELA)**

Date Taken 5 Dec 2013

Score 37/40

**Additional Info**

Expected Salary SGD 5,000

**About Me**

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| Gender | Unknown |
| Address |  |