

ROEL CHRISTIAN YAMBAO

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EXPERIENCE

Senior Technical Process Executive

Infosys BPM, Ltd.

Aug 2019 – Present BGC, Manila, Philippines

I was hired as a Spanish resource for a engagement with a US-based client. I also created a tool to automate ticket tracking and report generation for use in monitoring weekly and monthly account performance. I also worked with the Quality team to assess engagement opportunities and ways to better deal with engagement data by standardizing collection and archiving. Recently I joined a Continuous Improvement training where I submitted a six-sigma project aimed at reducing turnaround time for one of our LOBs.

Junior Analyst, Governance Data

Institutional Shareholder Services, Inc.

Jan 2018 – Jun 2019 Makati, Manila, Philippines

I was one of the pioneer members of the Latin America governance data team in ISS, the leading corporate governance firm in the world. I created data manuals for Latin American markets, based on reporting requirements for eight countries (the largest ones being Brazil and Mexico) and the US (for dual filers). The data we dealt with included audit practices, company financials, capital and stock structure, and board composition, independence and compensation, among others. I also helped standardize the work process by liaising with governance data teams in other market groups to align market policies with best practices. I also participated in and led cross-department trainings, mainly in relation to corporate governance practices for Latin American markets, particularly Brazil.

Translator and Account Manager

Vends Media Ltd.

Jun 2017 – Dec 2017 London, UK

I translated and managed sites for French and Portuguese for Vends Media, a London-based tourism agency. The documents I translated are mostly related to tourism and marketing.

Accounting Intern

Agrinurture, Inc.

Mar 2016 – May 2016 Bulacan, Philippines

As an accounting intern for Agrinurture, a Philippines-based export-oriented manufacturing company, I prepared monthly bank reconciliation of cash flows, filed expense reports and performed periodic inventory checks.

SKILLS

Technical Skills

Python, PHP, VBA, HTML, CSS, JS, Bootstrap, Jekyll, Ruby, Latex, MySQL, SQL Server, SQL, Bash, Powershell, Microsoft Excel and Access, Git

Finance and Corporate Governance

SOX Compliance, SEC (EDGAR), Corporate Governance Frameworks in Latin America, esp. Brazil and Mexico, IAS, ISA

SOFT SKILLS

- Team Work
- Research
- Presentation
- Decision Making
- Problem Solving
- Time Management

LANGUAGES

English	●●●●●●
Portuguese	●●●●●●
French	●●●●●●
Spanish	●●●●●●
Filipino	●●●●●●
Italian	●●●●●●
German	●●●●●●

EDUCATION

B.S. in Accounting

Bulacan State University

2013 – 2017