Vinod Kumar Rajendran

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# Summary

**Finance and Audit professional with 8+ years of experience in fund operations, financial reporting,** and audit coordination within global asset management. Proven track record in managing alternative investment portfolios, NAV review, investor communications, and supporting audit cycles across hedge funds, private equity, and commingled funds. Skilled in stakeholder collaboration, financial statement preparation, and process automation using **Excel Macros and Power BI**. Adept at working in high-pressure environments with global teams to meet reporting deadlines and maintain compliance with regulatory standards including CASS. Proven leadership in team supervision, process streamlining and stakeholder communication.

# Skills

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| --- | --- | --- | --- | --- |
| * Investment Operations * Financial Reporting * NAV Oversight * Financial Statement Review * Audit Coordination |  | * Attention To Detail * Analytical Skills * Client Relationship Management * Coaching And Mentoring * Capital Activity Reporting |  | * Risk Control & Compliance * Cash & Position Reconciliation * Process Improvement * Fund Liquidity Management * Trade Reconciliation |

# Certifications *(LinkedIn Learning and Alison)*

* Fixed Income Fundamental
* Alteryx Beginners
* Excel Macros and VBA

# Work Experience

**Northern Trust, Bangalore**

* Master Power BI
* Python Basics
* SQL for Finance Professional

*Sep 2015 – Nov 2016 Feb 2018 – Aug 2020 Sept 2020 – June 2024*

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| **Analyst** | **Senior Analyst** | **Technical Coordinator** |

* + Managed end-to-end operations and sub-processes for alternative investment products including hedge funds, private equity, commingled, and hybrid funds ensuring audit readiness, NAV oversight, and timely client reporting.
  + Coordinated complete audit cycles, collaborating with internal teams and global audit stakeholders across APAC, EMEA, and North America providing global coverage.
  + Performed daily and periodic reconciliation of complex investment portfolios, identifying and resolving breaks in compliance with internal controls and regulatory standards (e.g., **CASS** ).
  + Worked closely with client relationship teams to support onboarding, investor reporting, and quarterly audit documentation for alternative investment portfolio.
  + Led workflow automation and reporting standardization initiatives using Excel Macros, reducing operational costs and improving delivery timelines by 20%.
  + Designed SOPs, audit checklists, and conducted training sessions to enhance team performance and ensure operational consistency.
  + Identified skill gaps via error logs and implemented training plan, reducing reporting errors by 15%.
  + Trained and supervised junior analysts using focused sessions and targeted checklists, improving process knowledge and enabling faster turnaround.
  + Acted as SME for alternative products/process to lead cross-training to different teams internally.
  + Represented Northern Trust as the SPOC for external client inquiries related to alternative portfolio discrepancies, and collaborated with external stakeholders on automation initiatives to streamline internal processes.

**Antal Infotech Pvt Ltd**  *(Finance and HR Admin)* *Nov 2016 to Feb 2018*

* + Managed payroll operations, vendor payments, and account reconciliations in line with statutory compliance
  + Processed and maintained accurate general ledger records and financial documentation.
  + Processing timely payments to suppliers and managing accounts payable
  + Ensured audit trail integrity for all financial transactions; supported annual statutory audits and tax return filings.

# Education and Training

## Masters in Strategy, Enterprise & Innovation Bachelors of Commerce (Finance)

Atlantic Technological University (Letterkenny) Bangalore University (Bangalore)