**CURRICULUM VITAE**

**Ankur Roy Chowdhury**

Sector - 15

Noida (201301), India

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**CARRIER OBJECTIVE**

To contribute to the growth of the organization by applying my ability and potentials in coherence to the organizational Objectives.

**ORGANIZATIONAL EXPERIENCE**

**Since 16th May ’16- till date in Metlife Global Operations Support Centre as Business Analyst(PMO)**

**Job Profiles**

Implementation of Finance applications (Murex, PeopleSoft) and supporting UAT in Derivative and Financial accounting domain knowledge.

Coordinate with Business, local IT and vendor.

Upload and maintain Test Requirements & Test cases in QC.

Publish daily/weekly/ad-hoc status reports leveraging accounting data, reporting and dashboards.

Under the guidance of the Project team, develop any documentation regarding PeopleSoft/Murex instructions for operations.

Expertise in System design and development required for business process.

Ability to construct process models including data dictionaries and volume estimates.

Test business applications from a business perspective to ensure that all client requirements are incorporated into the design.

Capturing business requirements through active listening & questioning techniques.

Manage and liaise with business and technical consultants to explore business process improvement opportunities.

Gathered the requirements for the customization of the Front office Trading application encompassing Derivative instruments including Vanilla Swaps, Futures, Credit Default Swaps, Warrants, convertible Bonds, Index Swaps, Interest Rate Swaps, Bond Options, FX etc

**Since 13th Oct ’14- 13th May’16 in ColtTechnology Services India PvtLtd as Business Analyst(Project Management)**

**Job Profiles**

Performs complex analyses of business goals, objectives.

Plans and designs business processes and makes recommendations and changes in order to improve and support business systems and activities.

Utilizes systems and data to resolve business issues in the most effective and productive manner.

Act as subject matter expert in all aspects of project management including understanding current processes, identifying challenges, providing possible solutions, and project performance monitoring.

Identify and confirm organizational inventory/contacts, allocate business processes.

Creative and aggressive self-starter with integrative thinking skills, capable of communicating creative ideas through graphical analysis charts and statistical data display.

Knowledge in documentation project related information like test execution procedures, backup plans, new tester training documents, maintaining test logs, release notes etc.

Team player work in conjunction with testing, development and other teams in validation and testing complex scenarios and projects and in the maintenance of Quality Standards in Projects.

The enterprise content manager (ECM) to identify and manage the project requirements.

Gathering Business and Functional Requirements, Business Requirement Document (BRDdeveloping Use Cases, conducting Gap Analysis and preparing Training manuals.

Collaborated deliverables with QA testing teams, business users (gathering user's requirements to develop necessary Test plans, Test Cases and Test scripts etc.).

Project manage data migration implementations.

To Design checks, validations, mappings, calculations, data reconciliations and implement changes relevant to regulatory reporting.

To coordinate with different internal customers, vendors and solution providers to get task done.

Participate in vendor software customization, configuration requirements, analysis, mapping and stakeholder signoff on key BRD documentation.

Created Dashboards to monitor business performance, insight analytics, role based dashboards.

Responsible for translating BRD into functional specifications and test plans. Closely coordinated with both business users and developers for arriving at a mutually acceptable solution.

Delivered Functional and User Acceptance Testing.

Writing Business Requirement Specifications that successfully delivered necessary change in a manageable and non-intrusive way.

Travelling to various locations in the India to engage with multiple stakeholders across the company to ensure all processes and requirements were accurately defined.

Implementation of new designs within the Business Operating Model.

Involved in workshops / training / presentations.

Assisting in the preparation of user and system test plans.

Providing a link between the company, customer, the development team and any third-party regarding software functionality throughout the development cycle.

Managed the analysis and implementation of several large IT projects.

Strategic analysis undertaken and delivered to inform, manage and drive stakeholder expectations.

Analysis & design for a web-based adaptable workflow system for use across the business to streamline endorsement procedure for administrative processes

Operational Process Flow Reviews.

**Since 31th Dec ’12 - 7th Oct ’14 in AMERICAN EXPRESS as Financial Analyst**

**Job Profiles**

End to End Accounting & Reporting of Project Accounting and Inventory Accounting including the month end close.

Assisted in monthly financial close by analyzing and reviewing balance sheet accounts, and ensuring financial transactions were recorded accurately.

Prepared the monthly profit and loss variance analyses, which included researching various financial reports and meeting with management to determine the cause of variances.

Responsible for the monthly close as well as maintenance of all accounting ledgers including monthly review of all account reconciliations and journal entries.

Monthly closing of books of account and reporting for inter company transactions and consolidation for group accounting.

Reporting and analyzing profit and loss accounts for each cost centre and measurement of results against budgeted/forecasted P&L and variance analysis thereof.

Preparation of all financial reports, including Profit and Loss Statement, Balance Sheet and Statement of Cash Flows, as well as the year-end financial reports.

Preparation of KPI on a monthly basic.

Efficiently produced timely and accurate accounting reports, responsive to a constantly changing organization and customer requirements.

Create financial schedule as per requirement for ad-hoc analytical request.

Perform regular reporting and create dashboard on a monthly basic.

Conceptualizing different types of project in the form of an excel based model.

Assessing and advising the Management on various financing options available, especially in financial analysis, preparation of business project presentations/reports etc.

Compiled financial information, processed journal entries and reconciled data.

Recorded, classified and summarized financial transactions within accounting policies.

Conducting analysis of the various recommendation of financial posting.

Checking up of various types of control and compliances metrices in order to protect the accounts.

**Since 25th May’11 – Dec’2012, In GENPACT as Process Associate**

**Job Profiles**

Assist to finalisation balance Sheet.

Review of General Ledger periodically.

Finalisation audit Report & Notes of Accounts.

Handling all day-to-day matters relating to maintenance of Books of Accounts.

Schedules for Reconciliation of various account.

Management of Accounts Receivables.

Reconciliation of different types of accounts.

Cash Flow Analysis

Day to day journal entries and documentation.

**ACDEMIC QULIFICATION**

NCFM Certified

MBA (Finance, Marketing) fulltime from BIITM Bhubaneswar, Orissa in 2011.

B.Com (H) from Burdwan University, West Bengal in 2008.

10+2 from W.B.C.H.S.E of West Bengal in 2005.

10th from C.B.S.E in 2003

**COMPUTER PROFECICNCY**

Operating System Knowledge: - MS OFFICE, SAP, ORACLE, MUREX, PEOPLESOFT,BUSINESS OBJECT(BO),MS VISIO.

Others Certification: - LEAN certified, ACE Award.

**STRENGTH**

Smart Working Committed.

Honest and Supportive.

Eagerness to Learn.

**PERSONALL DETAIL**

Father Name : Anil Kumar RoyChowdhury

Date of Birth : 11 May 1986

Nationality : Indian

Marital Status : Single

Hobbies : Playing Cricket. Reading Books

Address : Burdwan, West Bengal

Current Salary : 4.8 Lac / Year

Notice Period : 15 Days

Expected Salary : Negotiable

Passport Status : Valid passport

**DECLARATION:**

I hereby put forward my candidature for you review; please take it into your kind consideration. It would really be a pleasure and honours to do Job from your Esteemed Organization. I declare that all the information that I have provided is true

**Date: ANKUR ROY CHOWDHURY**

**Place: Noida**