

Harsh Dwivedi

I/11 Vrindavan C.H.S Netaji Nagar Hill No.3

90 Feet Road Kajupada Kurla Mumbai 400070

Contact No. 7506840411

Email.harshdwivedi3702@gmail.com

#### Objective:

CFA Level 1 candidate and "Titan of the Month" at State Street Syntel Services Pvt Ltd, dedicated to pursuing a career in finance. Eager to contribute financial analysis expertise and drive organizational growth. Seeking a Equity research Analyst role.

#### Summary:

- 1.2 years of experience in Financial Associate.
- Proficient in Microsoft Excel and MS Office Suite.
- Excellent communication and interpersonal skills.
- Proven expertise in security processing, NAV calculation, internal transfers, Cusip management.

#### Education:

- Bachelor of Commerce (B.Com)- 2020-21
- Mumbai University
- Mumbai, Maharashtra

#### CFA institute

- CFA Level 1 Candidate

#### Certifications:

- NISM Equity Derivative

#### Work Experience

•Financial Associate at State Street Syntel Services Private Limited ( 1.2 year)

1. Security process instruction for securities like equity, fixed income securities, mutual funds and various financial instruments for state street custodian bank.
2. Process trade into the accounting format for NAV calculation.
3. Internal transfers-fund to fund transfer, Cusip switch over and cross border transfers.
4. Managing Cusip and broker setup onto the System and ensuring the processing is done without any errors and meeting 100% SLA.
5. Interacting with client services representatives in UK & US and operations departments to analyse and resolve account exceptions in areas such as trade settlements and trade processing.
6. Implementing process enhancement measures in a controlled manner Related Knowledge & Skills.

Skills:

- Financial
- Microsoft Excel
- Financial Analysis
- Communication Skills
- NAV Calculation
- Internal Transfers
- Cusip Management

Personal Details:

- Total Years of Experience: 1.2 Year
- Current CTC: 2.5
- Preferred Location: Mumbai

Sincerely,

Harsh Dwivedi