HIRAL BHUTA

C- 803 Raj Height MG Road
Kandivali (W), Mumbai 400067

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Date of Birth – 4th December 1993

PROFESSIONAL SUMMARY

Experienced Investment Advisor and SEBI-registered Principal Officer with over 5 years of expertise in independent department management, client portfolio handling, and financial product development. Skilled in crafting customized financial strategies, ensuring regulatory compliance, and delivering exceptional client satisfaction across HNI and retail segments. Proficient in aligning client portfolios with long-term goals through strategic planning, market research, and personalized advisory services.

SKILLS

- Financial Planning
- Portfolio Construction
- Investment Strategy
- Wealth management

WORK EXPERIENCE

INVESTMENT CONSULTANT & PRINCIPAL OFFICER, Jan 2020 - Current
Quantum Information Financial Services (PersonalFN)

- Designed and delivered customized financial solutions aligned with individual client requirements, enhancing service personalization and satisfaction.
- Specialized in Financial Planning, Goal Planning, Retirement Planning, Investment Management, Insurance Solutions, and Tax Optimization to achieve long-term client objectives.
- Conducted portfolio reviews, provided strategic recommendations, and ensured timely execution of investment actions.
- Independently managed the financial advisory department, overseeing portfolio management and contributing to new product development.
- Ensured full compliance with SEBI regulations and maintained high standards across all advisory processes.
- Presented and managed a conference stall to support client acquisition during the launch of new services.
- Collaborated with internal teams for the seamless delivery of financial strategies and superior client servicing.
- Maintained accurate documentation, tracked review outcomes, and executed strategic recommendations promptly.
- Monitored market trends, investment products, and regulatory updates to deliver relevant, informed advice.
- Acted as the primary contact for client inquiries, fostering strong, trust-based long-term relationships.
- Managed and rebalanced HNI portfolios to align with evolving client needs and market opportunities.
- Led recruitment, training, and development of the advisory team, strengthening service capabilities.
- Co-developed new financial products and drafted service offerings within client agreements to expand the company’s portfolio.

PARA PLANNER, *Getting you Rich* (2016 to 2017)

- Conducted discovery sessions with clients, prepared draft financial plans, finalized comprehensive plans, and reviewed them collaboratively with clients.
- Reviewed client portfolios, provided strategic recommendations and solutions, and tracked execution of review actions to ensure alignment with client goals.
- Specialized in Goal Planning, Investment Planning, Retirement Planning, Insurance Planning, and Tax Planning, delivering tailored financial strategies.
- Researched emerging financial planning trends and data insights to enhance financial plans and improve client portfolio management.
- Engaged with Asset Managers, Fund Managers, and Relationship Managers to gather insights and assessments of financial products.
- Acted as a primary liaison for client coordination, promptly addressing and resolving client issues and service needs.
- Led the ITR Filing Project, ensuring accurate and timely income tax return submissions for clients.
- Managed recruitment initiatives, supporting team expansion and capability building within the advisory department.
- Facilitated Will Drafting and Estate Planning services, guiding clients through legacy planning and wealth transfer strategies.

EDUCATION

***BSE Institute* Financial Modeling**, *Mumbai, India, 2018*

Preparation of Financial Models	Assumptions, Forecasts & Valuations
Mergers & Acquisition	Project Finance
Scenario & Sensitivity Analysis	Charts & Graphs

University of Mumbai, *Mumbai, India, 2017*
Master of commerce - GPA: 60%

Certified Financial Planner (CFPCM) *Mumbai, India, 2016*

Investment Planning	Tax Planning & Estate Planning
Retirement Planning & Employee Benefits	Risk Analysis & Insurance Planning
Advanced Financial Planning	

Nagindas Khandwala College, *Mumbai, India, 2014*
Bachelor of Commerce - GPA: 66%

Nagindas Khandwala College, *Mumbai, India, 2011*
H.S.C - GPA: 70.33%

Swami Vivekanand School, *Mumbai, India, 2009*
S.S.C - GPA: 69.07%

LANGUAGES

English, Hindi & Gujarati

ADDITIONAL QUALIFICATIONS

- NISM–Series–V–A: Mutual Fund Distributor Certificate
- NISM–Equity Derivatives: A Beginner's Module
- NCFM–Financial Markets: A Beginner's Module
- Unique Infotech-Diploma in Computer Application & Tally Advance Course
- NISM – XA & XB Investment Advisor (Level 1 & 2)