

**Janani V**

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## **Objective**

To make a sound position in corporate world and work efficiently in a team to achieve goal of the organization with dedication and hard work.

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## **Educational qualification**

Graduation: B. Com, PSGR Krishnammal College for Women,  
Coimbatore, TamilNadu.  
Post Graduation: MBA., Periyar University,  
Salem, Tamilnadu.

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## **Professional experience**

Organization: State Street HCL  
Designation: Specialist  
Duration: March 2019 to Feb 2020  
Department: IRCOE (Internal Reconciliation Centre of Excellence)

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## **Roles and Responsibilities**

- Preparing daily and weekly senior Management Reports as per the requirement in defined format. Preparing Daily Internal and external controllable cash break file to find out the actual issues and to fix the cash breaks before it impacts NAV.
- Matching/clearing appropriate breaks and giving standard TLP notes for outstanding breaks.
- Identifying the reason for aged outstanding breaks and reaching out to respective teams for resolution. Handling client calls and escalations.
- Reaching out to Internal Business units like AMS (Asset Manager Service), CSU (Client Facing Team), COPS (Client Operations Team) for quick resolution of cash breaks when it moves to 3+ business days.
- Contacting Internal Teams among HCL like Processing team to Book Missing Swaps Interest, Dividends, Trades, Cash at Brokers and to Send out the Cash per IM instructions.
- Validating the instructions like FSN (Fax Sequence Number), KSAF 21 Reference (SWIFT instructions), Broker Statements, etc., to confirm the payments instructions.
- Closely Monitoring Non-Receipts Unwound, returned Payments from brokers.
- Reaching out AMS, CSU, COPS to advise the IM to get the broker to Pay us (Non-Receipts/incoming wires and Clean cash Receipts)
- Meeting all the Deadlines and completing all the KPI's as per the service level agreement.
- Updating SOP (Standard Operating Procedures) as and when required.

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**Prior Work experience - 1**

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Organization: Standard Chartered GBS

Designation: Senior Officer

Duration: May 2017 to Jan 2019

Department: RCRCM (Risk & Compliance, Reconciliation & Change Management)

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**Roles and Responsibilities**

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- A part of Market Risk Operations Team – Reconciliation & Reporting
- Production and distribution of daily risk reports at country, regional and global level for Equities, Commodities, Rates, FX and Credit Trading.
- Performing day on day check of Market Risk exposures such as (VaR, PV01, CR01) against limits.
- Involved in investigation of the potential unauthorized excess by communicating/conversing with the traders and respective Traded Risk Management Team.
- Performing staling and restatements for unauthorized excess.
- Preparation of MIS report on weekly basis and report to the senior management.
- Maintaining static data information in respective systems (VAST2 & PCT) partially.
- Investigation on breach in VaR/limits, finding the root cause and report the findings.
- Handling all ad-hoc queries on time and supporting team members.

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**Prior Work Experience - 2**

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Organization: TATA Consultancy Services

Designation: Process Associate

Duration: June 2014 to April 2017

Department: ORC (Operations Risk & Control)

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**Roles and Responsibilities**

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- Worked for “Morgan Stanley” Investment Bank.
- Performing Notional Reconciliation and Sub-ledger Reconciliation for OTC products – Equity, Commodities, FX, Debt & Interest Rate.
- Transition process – Intellimatch 9.2
- Performing daily (T+1), weekly and monthly reconciliations between the firm’s books and records and the counter party risk data within ICEview and Subledger.
- Preparing dashboard of daily reconciliation to clients who are located in UK – Glasgow.
- Participating on client calls, providing updates and clarifying the process related queries.
- Created checklist for all the tasks in the team and ensure to deliver the output with 100% accuracy.
- Preparing daily and weekly reports such as heatmap and metrics and provide details on excess.

## Applications Used

VAST2 (VaR and Stress Testing Tool – version 2), Bloomberg, Intellimatch 9.2, Omega, ICEview, QlikView, EQS (Enterprise Query Services).

Operating Systems: Windows 7 & Windows 8

## Rewards and Recognition

- Received Star Performer award in TCS – Sep 2016.
- Recognized as Subject Matter Expertise (SME) for job function in TCS.
- Received GEM award in Standard Chartered for quarterly best performance – March 2018.

## Personal Details

Name: Janani  
Father's Name: Vijayakumar  
Date of Birth: 19 May 1994  
Marital Status: Married  
Nationality: Indian  
Languages Known: English and Tamil  
Visa Status : Residence Visa (Husband Visa)

## Declaration

I do hereby declare that the particulars of information and facts stated above are true, correct and complete to the best of my knowledge and belief.

Date:

Place: Abu Dhabi

(Janani V)