BHAGYASHREE CHINCHOLIKAR
+91- 6382480196 /9700005877
bhagushree2009@gmail.com

Change/Project Management| Business/Finance Operations

Meticulous and result driven expert with 14 years of versatile experience in Change management, Finance operation, Project management, Testing, Implementation, Accounting and reporting.

Education:

Master's degree in Commerce from Osmania University, Hyderabad (2002-2004).

Bachelor's degree in Commerce from Osmania University, Hyderabad (1999-2002)

Highlights of Expertise:

● Business/Finance Operations support for the internal stakeholders for seamless day to day
● Strong Change/Program Management experience in Business Transformation by following AGILE Methodology.
● Supported/Delivered Source system conversion for UK region.
● Involved in many Process Redefining or improvements.

Career Experience

HSBC Global Finance Operations   (2011 – 2019)

Manager (Chennai) Business/Finance Operation, Change Management, Implementation (2017 – 2019)

Asst. Manager (Hyderabad) Change Management, Testing, Implementation (2014 – 2017)

Finance Executive (Hyderabad) Application Support and Operations (2011 – 2014)

Key responsibilities: Projects / Change

● Worked as a Functional owner with 5 members' team and managing Projects and Non-project related deliverables.
● Lead end to end Change Management for Regulatory system projects and ensured that, all policies have been followed.
● Performing Impact and Risk analysis of the change.
● Supported Development team (IT) / stakeholders in testing and queries throughout the system Development life cycle (SDLC).
● Gathering requirements from the Stakeholders to understand the projects and prepare Business requirement document (BRD/Change Form).
● Post impact analysis if other business areas are impacted then, involving that business head in the weekly change meetings.
● Draft and maintain business requirements and align them with functional and technical requirements.
● Worked closely with stakeholders and Development team to prioritize the CR's
● Create Project test plan & test cases.
● Co-ordinate with Development team to get the change done based on the business requirement.
● Involved in the Data integration checks between upstream and downstream systems.

- Act as a project coordinator and support during implementation
- Provide post-release support for all the projects

Projects –

- **Ring-fenced bank (RFB)** – For retail activities which is also permitted to carry out most commercial activities. Ring-Fencing is the largest structural reform imposed on UK Banks. It requires banks to separate their essential banking services from Investment Banking operations. This is to prevent the financial crisis when banks poor investment decisions put pressure on depositors.
- **New Book Ready and Back Book Migration** - Part of Ring fenced Bank. Migrations of records are moved to new book ready.
- **Source system conversion –** Migrate GL data from old application to new People-soft application.
- **Legacy systems demise**

Key Responsibilities: Business / Finance Operations:

- Preparing and Maintaining all BAU process documents and sox Procedures (SOP's) up to date.
- Involve in Data Integration checking between systems.
- Preparing interface systems report and updating to CAO during book closure period.
- Review exceptional report, analysis the report and collaborate with stakeholder and IT team to resolve the exceptional errors.
- Analyzing upstream and downstream system feeds to ensure the data is in line with regulatory standards.
- Subject Matter Expertise and first Point of contact for queries pertaining to above systems.
- Looked after effective business knowledge management for all the staff with clear focus on Risk Management, Audit/Controls, Project/Process improvements and Business Continuity Planning.
- Implement best practices and process improvements (basis on-hand situations). Monthly dashboard for senior Management, with operational activities, including the escalation of issues, the distribution of workload, team Administration and liaison with Customer and Clients.
- Preparing Dashboard for stakeholder on monthly exceptional reports (resolved exceptions & concerns) for UK region.
- Handling end to end SOX submissions, queries (SAM) System Access Monitoring, HR leavers. Before the deadline maintained and managed compliance queries and request.

Achievements:

- Awarded for multiple projects support throughout the years.
- Automated access queries through web based link which was a manual process earlier.
- Automated multiple reports which is being used for month end.

Additional Experience (2005 to 2011):

Analyst at Cognizant India Pvt Ltd., Hyderabad (Taken over UBS project) – Part of Supply and Change management and responsible for Preparing spend analysis and presentations for global clients   **2010 – 2011**

Analyst at UBS India service centre Pvt Ltd., Hyderabad – Part of Payment and reconciliation team. Managed 3rd party cost allocations and management for stakeholders. Also worked on Vendor setup and SOX review. **2007 – 2010**

Phone Banking officer at ICIC Bank Ltd., **-** Responsible for handling queries related to all the banking products.   **2005 – 2007**