

CAREER OBJECTIVE

To build a long-term career with opportunities for growth by using my skills in best possible ways.

CAREER SNAPSHOT

- 7+ years of experience in Business Analysis and fund accounting roles.
- Team management for 20+ staff.
- Investment banking experience with IT background.

CONTACT

PHONE:
9791793808

EMAIL:
chackoalen@yahoo.com

Alen Chacko

Assistant manager /Business Analyst
BNP Paribas GSO

EDUCATION

MBA,Pondicherry University
[2011-2013]
Banking and Technology GPA-
7.48

B.E., Anna University,
[2007-2011]
Computer Science Engineering
GPA-7.0

WORK EXPERIENCE

Assistant manager/Business Analyst,
Business Change Management,
BNP Paribas. From 2018 – Present

- Automation and projects in Multifonds and other tools for fund accounting.
- Broker and counterparty flow setups & investigations on issues for fund accounting (FA) teams.
- UAT testing, writing PID's and BRD's for applications.
- Monitoring IT developments, understanding them and making necessary requests for setups along with training and preparation of OPS teams.
- Investigation of issues raised by OPS and handling the resolutions.
- Handle process improvements and manage change to bring in efficiency.
- Trainings for Ops on IT releases and Developments.
- Liaise with IT and OPS to handle developments of existing & new tools.

Assistant Manger,
Paris Transactions Team Paris ,
BNP Paribas GSO 2017-2018

- Handling of daily BAU, transactions processing in Multifonds for FA teams.
- Team management, handling of KPI and performance analysis of staff.
- Creation of SOP & process definition for various FA teams.
- Migrated the process from Paris to Chennai.
- Manage clients, counterparties and oversight teams to ensure smooth delivery of deliverables.

Migration officer,
C2M Project ,
BNP Paribas GSO 2016-2017

- Migration of funds and portfolio from chorus to Multifonds.
- Process migration from France to India.
- Calculation of NAV in Multifonds and chorus to ensure error free migration.
- Coordination with support and accounting teams to ensure error free migrations.
- Training of new joiners, and process documentation.

Senior Associate- Associate,
Fund accounting NAV calculations
BNP Paribas GSO 2013-2016

- Daily NAV calculation, performing of reconciliation and transaction booking.(perform end to end NAV) on multifonds.
- Identifying and resolving cash and stock breaks.
- Handling of month end and year end NAV activities.
- Handling of TA , corporate actions, pricing.
- Setup of auto-accounting in MFFA.
- Separation of Transactions and Reconciliation from the NAV team.

NON-TECHNICAL SKILLS

- Communication
- Time Management
- Presentation Skill
- Relationship building
- Quick learner
- Team Player
- Adaptability

TECHNICAL SKILLS

Tools known : Multifonds,Pcontrol,FIREFLY,Intellimatch,MS office,UML.

Database Worked : MySQL

PERSONAL INFORMATION

D.O.B : 02/03/1990

Languages : English,Hindi,Malayalam,Tamil

Hobbies : Reading,Travelling, Gaming, PC building.

DECLARATION

I, hereby declare that the given information is truly stated as per the original data. If necessary and required authenticity, proofs would be provided. References and testimonials will also be provided if required.

Place: Chennai

Dated: 7th October 2020