

PROFILE

- Business analyst and project manager with over 20 years' experience in the financial services sector for asset management, asset servicing, wealth management and vendor clients
- Involved in all aspects of the project and software development life cycle, specialising in combining strategic business and data analysis, vendor relationship, business and technical systems architecture, design and integration, project management, testing and support roles, covering:
 - An extensive range of financial transaction functionality (portfolio management, order management, dealing, trade processing, reference data, settlement, fund accounting, corporate actions, dividends and reconciliations)
 - A large range of financial instrument types, including equities, fixed income, cash, near cash (CD's, CP's, deposits), interest rate swaps, credit default swaps, options, futures and FX
 - Global front, mid and back office message based straight through processing (STP)
 - Complex real-time systems integration across multiple technical platforms, using industry message standards (XML, FpML, ISO, SWIFT, FIX), including connections to external networks.

KEY COMPETENCIES

- Ability to work under pressure in a team environment to tight time-scales
- Good communication and presentation skills to senior management (stakeholders, directors)
- Clear definition and monitoring of project scope, with emphasis on factors contributing to speedy returns on investment (e.g. STP, exception reduction, risk minimisation)
- Proven track record of successfully implementing projects for major organisations by:
 - Producing project briefs and business plans seeking project funding
 - Performing business process re-engineering
 - Producing business requirements (using modelling processes including use case, activity/swim lane and component diagrams within Visio and Enterprise Architect)
 - Defining functional requirements meeting business requirements
 - Performing rigorous QA and UAT of software
 - Increasing efficiency e.g. reduction in exception processing, preparing for out-sourcing
 - Building scalable infrastructures, facilitating significantly higher volumes of transactions without equivalent increases in staff numbers
- Providing future flexibility in changing software by using industry standards
- Innovative and flexible approach to change, using open working methods delivered with tenacity and integrity.

CAREER SUMMARY**Legal & General Investment Management (institutional asset management)****Apr 2007 – Sep 2009; Jan 2010 – Jun 2011 Business Analyst, Active Fixed Income front office team**

Prepared business cases for funding through to implementation of 4 priority projects, enabling a significant increase in volumes without an equivalent increase in staff:

- Provided requirements and testing of enhancements to fund management, order management and fund accounting systems to support the launch of a Sterling Liquidity fund (AAA rated stable NAV money market OEIC, investing in short term near cash, corporate and government bonds), enabling clients to maintain their capital whilst spreading counter-party risk. This involved re-engineering of process flows and timelines between LGIM front to back-office business areas and new third party fund administration business, to support T+0 processing for money market securities, and transfer agency business for funds investing in liquidity sub-funds
- Provided requirements and testing of extensive enhancements to fund management reporting and fund accounting systems to support up to 500 funds investing up to £10bn cash in multi-currency liquidity sub-funds via automated cash sweeps
- Demonstrated data mapping and technical expertise by achieving STP to UBS Delta for Structured

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Solutions team of OTC (interest rate and credit default swaps) derivatives trades and events from Linedata Beauchamp FM and Lombard Risk Oberon systems (via FpML), exchange traded futures trades from Goldman Sachs, and fixed income, cash and currency forwards from in-house QUASAR system

- Facilitated the automation of the intra-day inter-fund lending process, including pre-loan compliance.

Undertook additional reviews and project briefs, including:

- Review of currency forwards and futures processing for implementation of BI-SAM B-One performance and attribution system
- Review of collateral availability and eligibility reporting, using data from Lombard Colline and in-house systems
- Review of import of iBoxx benchmark previews to Odyssey CAfIT Investment Manager from either Markit or Rimes
- Company-wide review of front and back-office cash reporting
- Company-wide review of pre-trade and post-trade compliance across all instrument types
- Review of potential use of SmartStream TLM Cash Management system for intra-day cash management
- Review of implications for LGIM US Business of extension of UK Index Funds business to US, and options to enhance cash and stock reconciliation systems.

Merrill Lynch EMEA Wealth Management Technology (discretionary wealth management)

Oct – Dec 2009 Business Analyst to London Treasury & Banking mid office

Undertook analysis and testing of enhancements to cash management functionality of Sage Prospero UK based mid office systems (on-shore and off-shore), achieving STP of outbound standing orders processing via SWIFT, saving ½ FTE.

HSBC Securities Services Investment Fund Administration, London (asset servicing)

April 2006 – March 2007 Business Analyst to Corporate Actions team

Provided business and functional requirements, testing and implementation of strategic global multi-client asset servicing solution, to achieve automated golden records of corporate events, via:

- Enhancements to Fiserv Checkfree eVent Corporate Actions system
- Integration of MT564 ISO15022 format custodian mandatory and voluntary corporate actions announcements via Sungard MINT and in-house SWIFT gateways to eVent
- Real-time message based in-house system integration between GoldenSource standing data repository and Checkfree eVent, via IBM WebSphere Data InterChange (based in Hong Kong)
- Integration from DST Paladign, LineData ICON and in-house fund accounting systems to Interactive Data FTS system to provide automated scrubbing of corporate actions announcements.

Barclays Global Investors, London (private client/institutional asset management)

Nov 2005 – March 2006 Business Analyst to Strategic Projects team

Reviewed European mission-critical front and mid-office system applications for equities, fixed income, FX, futures, money market and OTC swaps, with a view to:

- Performing a functional and technical analysis of applications, in light of strategies to enable higher volume business growth and manage risk for a wider range of derivative instruments
- Documenting in-house applications to a standard service definition, to enable moving of specific functions within applications towards a service-oriented architecture.

HSBC Investments, London (private client/institutional asset management)

May 2005 – Nov 2005 Business Analyst/Project Manager (Sales/Marketing Intranet/Internet)

- Implemented and rolled out globally external software for publishing documents, distributed via an in-house developed Intranet system
- Enhanced and rolled out globally an in-house developed Intranet based investment commentary

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management system

- Defined requirements to enhance an in-house developed Internet based private client Portfolio Enquiry and Reporting system to support a new MultiManager offering.

ABN AMRO AM, Amsterdam/London (Institutional/private client asset management)

Jul 2004 – Mar 2005 Business Analyst, Structured Asset Management quantitative derivatives team

- Documented portfolio manager and trading business processes and complex in-house developed spreadsheets for listed and OTC derivatives, with a view to out-sourcing administrative functions
- Defined departmental service level requirements and reviewed service level agreements.

Dec 2001 – Mar 2004 Business/Data Analyst and Architect

Documented and tested enhancements to Fidessa LatentZero MINERVA front office order management/dealing system, and integration as European hub with HiPortfolio and Portia downstream systems, to meet an SLA for returning notifications to the front office in < 2 minutes to ensure trade STP rates > 99.5%.

Netik, London (Financial systems integration vendor)

Sept 2001 – Dec 2001; Dec 1999 – Jun 2000 Business Analyst to Product Development Team

Documented enhancements to products to ensure software competitiveness.

BNP Paribas Cogent (Out-sourcing services to asset management companies)

Jul 2000 – Jun 2001; Apr – Oct 1999; Sep 1996 – Jul 1997 Business Analyst/Project Manager

Undertook strategy, design, implementation and enhancements of London and subsequently European trade STP solution, enabling significant increase in volumes, without equivalent increase of staff.

EARLY CAREER SYNOPSIS

INVESCO AM	Business Analyst in global strategy team	1998 – 1999
Foreign & Colonial	Business Analyst	1997 – 1998
Schroders	Project Manager	1992 – 1996
	Project Leader	1989 – 1992
	Senior Analyst	1987 – 1989
Credit Lyonnais	Senior Analyst	1985 – 1986
Dun & Bradstreet	Project Leader	1984 – 1985
Tesco Stores	Project Leader	1984
	Data Control Manager	1982 – 1983
	Senior Analyst	1977 – 1982

TECHNICAL ENVIRONMENTS

MS Windows XP, 2000, NT

Unix (HP/UX, IBM AIX, Linux)

ORACLE, MS SQL Server/Access and Sybase databases, with SQL query tools

Microsoft Office, Visio, Project.

FURTHER PERSONAL DETAILS

Qualifications: 3 A Levels, 8 O Levels, NCC Basic Systems Analysis

Interests: Parish councillor, charity work, travelling, dancing.