





# NARSIMHA SINGANKAR

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13 July 1997 



## OBJECTIVE

A detail-oriented MBA Finance individual with 6 years of experience. Currently working under Asset and Investment Management and experienced in wealth management US mortgage, CLO, securitization, Reconciliation, loan syndication, cash settlement, Research and Validation of financial statements and derivatives. Extremely motivated to constantly develop my skills and grow professionally.



## EDUCATION

	Degree	Year	Institute/ University
1	MBA-Finance	2018-2020	Pallavi College of Management (O.U)
2	B.com (Comp)	2015-2018	Sardar Patel Degree College (O.U)
3	Intermediate (M.E.C)	2013-2015	Vishwa Chaitanya Junior College (TSBIE)



## EXPERIENCE

### RealPage India Pvt Ltd | Implementation Analyst II

(Oct 2023-Present)

Job Responsibilities:

- Delivering advanced real estate asset and investment management software and professional services to RealPage Investment Management clients.
- Collaborated with onshore team for testing the applications on the new transition.
- Maintaining project plans using project management software and ensure updates are documented and successfully communicated to project stakeholders.
- Identifying potential project blockers or challenges and developing strategies to address those risks to the success of the project.
- Executing periodic reconciliations to source data records to ensure accuracy and compliance.
- Implementing operational quality checkpoint reviews and conducting periodic audits to ensure team compliance with policies and procedures.

- Identifying, researching and determining a resolution for data quality issues including the coordination of source system data modifications with data providers
- Developing and managing systematic data validation processes with a focus on data quality.
- Working closely with clients, leadership, and other functional teams within AIM to understand client needs and integrate best practices.
- Providing clear, timely client communications for inquiries, routine status updates, and resolution of service delivery issues.

## **MassMutual Global Business Services India LLP | Senior Analyst**

(May 2022-Oct 2023)

### Job Responsibilities:

- Identified and implemented process improvements.
- collaborated with onshore team to re-design/ streamline processes meeting the regulatory requirements and Mitigating risks.
- Conducting end-to-end Class Action procedure on client's behalf and working along with Reps registered under FINRA to minimize risks.
- Responsible for preparing monthly stats for Service-Based SLA and conducting EOD Ad-hoc activities.
- Responsible for performing ongoing client due diligence including maintenance and updating KYC records and information for existing clients.
- Accessing multiple applications like FBSI, FIELD NET, BROKER INFO & LEXIS NEXIS (Accruint)

## **Wells Fargo Pvt Ltd | Associate Commercial Loan Representative**

(Mar 2020-Mar 2022)

Wells Fargo acts as the Master Servicer for the corporate services. We handle the servicer information and loan level information. Check the accuracy of the servicer's calculations of the remit amounts. As Master servicer monitor the default loan of residential mortgage-backed securities work on other alternatives of recovering the loan as part of risk mitigation.

### Job Responsibilities:

- Processing Categorization & Transaction accordingly and also reporting to the onshore that whatever received docx are reviewed and processed with no pending by EOD.
- Reviewing and process Drawdown, Rollover, Interest, Paydown, Margin change, Fee.
- Validate and provide ratings to agent banks based on Ratings Standards.
- Validation of financial statements and derivatives.
- Providing QC feedback to the team members to ensure with 0 errors from LOB.
- Supervised internal reporting and client reporting.

## Hennis and Mauritz Pvt Ltd | Customer Service Representative

(June 2018-Jan 2020)

Job Responsibilities:

- Cash officer responsibilities and assisting customers with their queries.
- Securing stock requirements.
- Replenishment and control of Shrinkage



### SKILLS

- Microsoft Office: Word, PowerPoint, Excel
- Data Analysis
- Organizational Skills
- Excellent time management skills
- Team player



### EXTRA-CURRICULAR

- Active member of FOSS
- Volunteering in Social Activities