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| Gopal Niwas, Room no. 5, 2nd floor Kherwadi Road, Bandra (East), Mumbai-400051 | Phone 9987192221  E-mail –  shashank\_salian@yahoo.co.in |

Shashank S Salian

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| Objective | To use the knowledge and skills acquired at various levels in congruence with the organization’s objectives in order to become a robust and consistent performance centre. |
| Education | |  |  |  | | --- | --- | --- | | Year | Degree | Institute | | 2009-2010 | Bachelor of Commerce  Secured 65% | M.M.K College of Commerce. (Mumbai University) | | 2006-2007 | H.S.C  Secured 67% | Lala Lajpatrai College of Commerce and Economics) | | 2004-2005 | S.S.C.  Secured 56% | Cardinal Gracious High School | |
| Technical Knowledge | Applications known: MS office, Internet Explorer |
| Professional experience | **Jardine Lloyd Thompson India Pvt Ltd (JLT) – September 2012 To Till Date**  **IBA Thistle - Senior Associate**   * Arranging payments to Clients and third parties * Generating and publishing critical Management reports to key stakeholders * Allocating receipts with relevant invoices on the system * Investigation on un-identified receipts & un-presented cheques * Reconciling bank statements with Cashbook * Completing critical tasks like the 'Client money calculation' which is a FCA requirement * Rendering statements to clients and resolving their queries * Utilizing excellent communication skills at all levels within JLT and with external customers. * Managing and prioritizing workload within own portfolio to meet pre-determined deadlines. * Maintenance of relevant record / logs / timesheet. * Understand and contribute to the achievement of individual and departmental Key Performance Indicators. * Understand and adhere to the Compliance Standards / FCA requirements.   **JP Morgan Securities India – June 2010 To July 2012**  **Cash Operations – Transaction Processing Specialist (Custody Cash)**   * Working on MIS and Formulating reports. * Processing security wires of the clients. Around $2bn transactions are processed by the team in a day for various clients across the world which includes incoming, outgoing wires as well as inter account transfers. * Dealing in various currencies like US$, GBP, Euro, Yen, etc. * Independently coordinating with various team for handling customer related issues. * Handling business ID i.e. attending, guiding and solving customer queries via e-mails and coordinating through different departments. * Ensuring data integrity of the Clients. * Preparing MIS and various other business reports to apprise to management of the routine business operation and assist in critical decision making. |
| Languages Known | English, Hindi, Tulu, Marathi. |
| Date of Birth | 18th Jan, 1989 |
| Extra Curricular Activities | Played and Won Shields in Cricket at Inter – School, Inter College, University and Club levels.  Also played for JP Morgan & JLT in Inter Corporate Tournaments and won its first  Inter-Corporate Championship when playing for both the teams.  Member of a recreation council in JP Morgan which organizes monthly events for the employees in the department.  Was member of the Fun Committee in JLT wherein we used to organize employee engagement activities on a monthly basis & also the annual & mid year event of the organization.  Also a part of a Community service wherein different kinds of activities related to education ,medical , sports & cultural are taken place. |
| Other Interest | Playing Cricket, Sports, Politics, Debate, Dance and Listening to Music. |