



MICHAEL ANDERSON

INVESTMENT OPERATIONS SPECIALIST

PROFILE

Innovative Investment Operations Analyst with a strong foundation in quantitative analysis and financial modeling. Expertise in leveraging technology to enhance operational workflows and achieve superior investment outcomes. Proven track record in managing high-volume trading environments while ensuring adherence to compliance standards. Possesses exceptional analytical skills, with the ability to interpret complex data sets and translate them into actionable strategies.

EXPERIENCE

INVESTMENT OPERATIONS SPECIALIST

Premier Financial Group

2016 - Present

- Executed trade operations and ensured timely settlement of transactions.
- Developed and maintained performance tracking systems for various funds.
- Collaborated with investment teams to analyze product performance metrics.
- Enhanced data integrity by implementing rigorous quality control processes.
- Provided analytical support for new investment product launches.
- Conducted market research to identify emerging investment opportunities.

JUNIOR INVESTMENT OPERATIONS ANALYST

Strategic Investments LLC

2014 - 2016

- Assisted with daily operational tasks including trade reconciliations.
- Supported senior analysts in the preparation of investment reports.
- Monitored compliance with regulatory frameworks and internal policies.
- Participated in the development of operational procedures to enhance efficiency.
- Engaged in client communications to address inquiries regarding investment products.
- Contributed to team meetings by providing insights on market trends.

CONTACT

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- 📍 San Francisco, CA

SKILLS

- Quantitative Analysis
- Financial Modeling
- Trade Execution
- Compliance Monitoring
- Market Research
- Data Integrity

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF SCIENCE IN FINANCE -
NEW YORK UNIVERSITY STERN SCHOOL
OF BUSINESS

ACHIEVEMENTS

- Improved trade processing time by 20% through operational enhancements.
- Recognized for excellence in data management during annual reviews.
- Contributed to a project that increased client retention rates by 15%.