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## **PERSONAL**

I am an ambitious, well organised and conscientious individual who possesses excellent financial market awareness and communication skills. A self starter with a developed attitude to risk, I can demonstrate the ability to continually develop and build upon technical expertise. Can work to tight deadlines and manage high volumes in a methodical, organised way.

An experienced business Tax Analyst and Financial Services professional with wide ranging Securities and Investment knowledge gained in Investment Banking, Global Custody and Asset Management

## **TECHNICAL / SYSTEM SKILLS**

CASS, FundMaster, TRAMS, Tax Manager, Milvus, Astrid, RIMS, Swift, Intellimatch, TLM Connect (Smartstream), EUCLID Crest GUI, POSTS, Bloomberg, Reuters, CAMS, CATS, Fidessa, Horizon, Class Custody, Global 1, Smartstream, Mint, and also have experience on the following universal software: Microsoft: Windows, Excel, Outlook, Word & Internet Explorer.

## **KEY SKILLS**

Dividend Income processing across all markets

Tax reclamations and Tax Relief at Source across all markets

Tax documentation

Tax matrices and Double Taxation Treaty analysis

Tax Gap analysis for tax

Tax Compliance and Regulatory change

Tax in house system upgrades and tax static data updates

**Asset Servicing** 

Communicate with internal business teams and external clients Sub Custodians and Tax Authorities

Information Classification: General

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## **CAREER HISTORY**

State Street Bank and Trust: September 2022 to May 2024 - Tax Officer Global Process Delivery Tax Services

Track progress with Tax Table Review and Re-structuring. Work with offshore teams to ensure all required detail and data is being received in a timely manner for client onboarding and conversion.

To provide support to both the Client Relationship Managers and Investment Operations Teams and project teams in tracking and overseeing maintenance of Tax rates within all applicable systems and resolving client queries. Interaction with clients and other external internal SSC parties in creating and pro-actively maintaining tax rates and identifying issues as well as managing resolutions and communicating to the client where applicable.

Provide guidance and support in acting as a resource to assist team members from multiple operational areas for both onshore and offshore locations, who are responsible for ensuring the database within Enterprise systems are maintained accurately and within required timeframes to allow the business to use effectively.

Adhoc client tax remediation of tax tables and review and resolution on monthly tax breaks.

Reason for leaving - Redundancy

Royal Bank of Canada: March 2021 to March 2022 and November 2018 to November 2020 - Senior Tax Analyst Support - Contract 2021 to present Fixed Term Contract 2018-2020

The implementation of tax related change using knowledge of tax principles for all global markets. Complete analysis of tax market changes to determine the impact on I&TS and clients in relation to Relief at Source under DTT and tax reclaim process

Ensure all market changes are operationalised through policy procedures or IT changes. Provide support and expertise in an advisory capacity to support implementation of change projects impacting the tax area. Provide expertise in the field of Relief at Source under DTT and Tax reclaims as required in client service and client initiated due diligence audit. And Senior operational face to clients, market regulators and Local Tax Authorities with regards regulatory tax compliance and governance.

Tax related projects involving change in Sub Custodians and internal migrations due to decommissioning of internal system, and Finnish Annual Information Reporting for Authorised Intermediaries.

Reason for leaving - Project goals achieved

Northern Trust: June 2015 to September 2018 - Senior Tax Analyst - Contract - Business Analyst Project T2S Reason for leaving - T2S programme for migration postponed

Barclays Capital: April 2014 to March 2015 - Senior Tax Operations and US Tax Technical Specialist - Contract Reason for leaving -FATCA programme contract completed

The Royal Bank of Scotland: March 2010 to 31 Dec 2013–Senior Tax Services Analyst / FATCA - Contract

Reason for leaving – Contract goals achieved.

CitiGroup Global Markets– June 2009 to March 2010 – Senior Dividend Analyst - Contract

Reason for leaving – Temporary project completed

Northern Trust- August 2008 to June 2009 - Senior Income Analyst - Contract Reason for leaving - Temporary contract expired due to migration.

Information Classification: General

Commerzbank - November 2007 - to July 2008 - Dividend Controller Equity Derivatives - Contract / Permanent
Reason for leaving –Function migrated back to Frankfurt.
Lehman Brothers- January 2006 to November 2007 - Senior Dividend Analyst - Permanent
<b>Reason for leaving</b> -Further career in Investment Banking and learn different aspects of Dividends and P&L reporting procedures.
Deutsche Bank AG- February 2005 – January 2006 - Payables / Receivables Stock Loan Dividends /UK Exceptions - Contract
Reason for leaving -Project coming to an end.
Dresdner Kleinwort Wasserstein Securities Limited -February 1999 to December 2004 - Senior UK and International Dividends Clerk - Contract / Permanent
Reason for leaving –Redundancy
Banque Nationale de Paris - May 1998 to January 1999 - Senior Technical Officer - Permanent
Reason for leaving – Pursue a new senior role with Dresdner.
RBS Trust Bank Limited - (formerly S G Warburg )- July 1995 to May 1998 - Data capture / Senior Foreign and UK Taxation Clerk - Permanent
Reason for leaving – Pursue a more senior role within taxation.
State Street Bank and Trust June 1991 - September 1993 - Senior Dividend and Taxation Clerk - Permanent
Reason for leaving - Pursue an ambition to travel throughout Australia and Asia
National Westminster Bank Plc September 1987 – June 1991 - Permanent
Reason for leaving - To further my career outside the Clearing Bank environment.
EDUCATION  1984-1987West Kent College of Further Education, Tonbridge, Kent BTEC National Diploma in Business Studies
OTHER INFORMATION From September 1993 to July 1995 I travelled through Australia, New Zealand and South East Asia, and was able to work as a temporary employee for State Street Australia for eight months.
I have completed a bungee jump and tandem skydive in Australiaand a sponsored abseil for the Heart Foundation charity.
Hobbies include most sports including motorbikes, regularly attend gym. Enjoy city breaks within Europe and also visit National Trust houses and gardens.

Information Classification: General

