

Profile

A dynamic, enthusiastic and versatile person with almost three years of experience in the financial sector with strong business analytical skills and business knowledge

Professional Experience

Fund Associate, Rogers Capital

03/2022 – present | Mauritius

Preparation of board resolutions

Preparation of shareholder's resolutions

Drafting of Notice and Agenda for board meetings

Drafting of minutes post board meetings

Drafting of capital call notices to investors

Drafting of board resolutions for closing

Drafting of board/shareholder resolutions to approve investment transactions

Drafting of board resolutions to approve agreements

Incorporation of domestic and global business companies

Liaising with regulators for application of licences

Currently administrating investment dealers, investment advisers and private equity funds.

Preparation of investor reports such as capital account statements, management accounts for quarterly reporting

Sales Consultant, Realign Consulting

09/2021 – 11/2021 | Mauritius

Research client base to find new types of customers and sell to them accordingly

Writing and proof reading email and marketing content

Take appointment to meet new clients

Perform demo as required

Prepare quotations and close sales

Increase visibility of the company's products and services via email and phone calls

Answer questions from clients about products and service benefits

Junior Fund Administrator, Axis Fiduciary Ltd

08/2020 – 05/2021 | Mauritius

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Mr. Kameshwar Mathoorasing

Fund Associate



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 Royal Road Lallmatie, Mauritius

 06/04/1995

 Mauritian

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Education

Advanced Certificate in Fund Administration and Accounting, CLT international in collaboration with University of Manchester

2019 – 2020

Distinction

Bachelor of Science in International Business Finance, University of Mauritius

2016 – 2019 | Mauritius

Higher School Certificate, Mahatma Gandhi Secondary School Flacq

2007 – 2013 | Mauritius

ACCA Level One, London College of Accountancy Mauritius

Incorporation of domestic and global business companies
Liaising with regulators for application of licences
Administration of private equity funds

Trainee, Axis Fiduciary Ltd

08/2019 – 08/2020 | Mauritius

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Liaising with regulators for application of licences
Administration of private equity funds

Intern, Rogers Capital

06/2018 – 07/2018 | Mauritius

Liaising with merchants for application of credit solutions

Intern, Bank One

06/2017 – 07/2017 | Mauritius

Certificates

Certificate of excellence in public speaking

Alliance Francaise

University of Mauritius (Model United Nations)

Introduction to Mauritius IFC

Introduction to IFCs and their uses

Certificates of attendance in various CPD training

Certificate of completion

Business Finance Industry Training

Interests

Financial Markets, Physics, Fitness, Space, Nature, Reading, Technology, Marketing Strategies, Real Estate, Tae Kwon Do

Languages

English



Highly proficient in speaking and writing

French



Highly proficient in speaking and writing

Hindi



Elementary Proficiency

Mauritian Creole



Native

Spanish



Beginner Level

Skills

Teamwork



Leadership



Critical Thinking



Resiliency



Creativeness



Computer Skills



Business process improvement



Communication



Future focused

