

THOMAS CLARK

Address • Phone Number • Email Address

SENIOR FINANCIAL ANALYST

Innovative, strongly-focused, and results-driven senior finance professional equipped with comprehensive experience in diverse areas encompassing financial / risk analysis, cash management, and client service. Possess extensive financial and operational background with in-depth understanding of cash management and prime brokerage. Utilize strategic planning and decision-making skills in streamlining business processes and defining improvement processes to ensure efficiency. Adept at working in an environment requiring problem resolution and business functions, all in fast-paced and high-volume settings. Proficient in analyzing financial needs and developing plans for resolution and improvement to achieve objectives. Demonstrate strong customer service / finance background combined with capability in simplifying and communicating complex financial scenarios.

KEY STRENGTHS

Strategic Vision and Tactical Execution
Relationship Management
Communication Skills

Leadership and Management
Effective Team Player
Multitasking Abilities

Technical Skills: Bloomberg, Windows XP, Microsoft Works, Excel, Outlook, and PowerPoint

PROFESSIONAL EXPERIENCE

Ore Hill Partners • New York, NY

SENIOR FINANCIAL ANALYST, CASH MANAGEMENT

2008-2009

- Analyzed prior days trading activity and ensured margin requirements / capacities were in order; prepared daily "capacity summary" and reported margin capacities as well as cash forecasting to highlight current days' buying power and liquidity situation
- Monitored and ensured FX hedges across portfolios to maximize currency strategies
- Performed accounting responsibilities such as reconciling cash balances and positions with the fund administrator and prime brokers
- Analyzed and updated counterparty exposure report; engaged in gathering margin, cash, swap line excess, and current assets under management figures
- Reviewed rebate fees on all short positions and compiled data in a spreadsheet for weekly distribution to management
- Functioned as prime brokerage relationship manager and handled field prime brokerage questions, all prime brokered accounts and field investor inquiries; collaborated with client service representative and sales contacts on interest rates, margin rates, and any other ad hoc inquiries
- Facilitated corporate action process which required liaising with portfolio managers for analysis and decision
- Acquired experience with products including equities, bonds, options, bank debt, trade claims, CDS and TRS facilities

Key Accomplishments:

- ✓ Created margin capacity reporting that was distributed to portfolio managers resulting in improvement in portfolio financing process, aided in the best utilization of assets and maximized financing capacities
- ✓ Recognized the importance in managing the firm's counterparty exposure risk and in 2008, led in coordinating various areas of the firm to create a scalable counterparty exposure risk report that was very efficient in identifying key risks
- ✓ Efficiently managed high volume wire process for both incoming and outgoing funds; significantly improved current cash process and created oversight which integrated all middle office groups
- ✓ Developed reporting which forecasted cash inflows and outflows related to portfolio financing and liquidity analysis

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Goldman Sachs • New York, NY

FINANCIAL ANALYST, PRIME BROKERAGE

2005-2008

- Served as liaison between hedge funds and the firm for both prime brokerage operations support and value-added services to simplify hedge fund's interaction with the firm by navigating Goldman's breadth of resources and delivering solutions
- Supervised all operational aspects of prime brokering a hedge fund; responsible for overseeing house margin requirements, financing in different currencies, trade clearing and settlements in global markets, corporate actions, and accounting
- Managed approximately 15 clients in all different strategies, ranging from long / short, long only, multi-strategy and distressed debt, risk arbitrage, emerging markets as well as special situations
- Monitored client's current margin levels and reported any margin calls; collaborated with the risk management group within Goldman Sachs and clients
- Actively participated in weekly conference calls and represented client service group as well as responded to all questions from the client service team; served as the primary point of contact for audit requests
- Coordinated client meetings to educate clients on new technology and cross-sell additional global security services products

Key Accomplishments:

- ✓ Commended for exceptional customer service skills and maximizing cross-selling opportunities
- ✓ Served as primary point of contact for client service team in the area of audit requests
- ✓ Utilized and enhanced strong relationship management skills by obtaining a large and diverse client base

TD Bank (formerly Commerce Bank) • Clinton, NJ

SENIOR CUSTOMER SERVICE REPRESENTATIVE / CERTIFIED CONSUMER LENDER

2000-2005

- Established and maintained relationships with new and existing customers on the breadth of products and services of the company
- Rendered assistance to potential and existing customers on bank services and products to ensure financial needs were met
- Processed and evaluated individual's credit to decision new loan applications
- Managed bank supplies and accountable for ordering and maintaining appropriate inventory

Key Accomplishments:

- ✓ Hired to work as teller and progressively promoted to customer service representative in June 2001
- ✓ Obtained certified consumer lending certificate

EDUCATION

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Major: Finance • Concentration: Global Business

Rider University • Lawrenceville, NJ • 2005

Graduated cum laude

PROFESSIONAL TRAINING

Series 63 Training and License

PROFESSIONAL AFFILIATION

Member, Goldman Sachs Alumni Network

AWARDS AND HONORS

Dean's List, Academic Scholarship, National Journalism Award, Phi Theta Kappa Honors Society