

Mohd Hafiz Ismail



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Creative and result oriented with more than 12 years of progressive experience across a broad range of processes within securities services. Moreover, my on-the-job experience has afforded me a well-rounded skill set to drive strategic development of the Securities Services business that include technology change and operating model across multiple market.

Skills

- ☐ Corporate Action ☐ Administration & Organization ☐ Fee Billing ☐ FX Processing
- ☐ Project management ☐ Fixed Income ☐ Payments & Market Claims ☐ Settlement
- ☐ Reconciliation & reporting ☐ Advance Communication & Presentation skills ☐ Risk management

Executive Summary

- ☐ Currently working as Section Head - Operations Support & Control, Direct Custody & Clearing - HSBC
- ☐ Act as KL lead for Mandolin / Sirius project – Balance sheet transfer from UK to HK. – 2017 / 2018
- ☐ De-risking project to Bangalore, India – 2018
- ☐ Asset Services Risk SPOC 2018
- ☐ Asset Services Change and Streamlining SPOC 2017
- ☐ Asset Services BCP SPOC - 2016
- ☐ KL Lead for Asset Services Corporate Action system (ASPA) project (Auto booking & Reconciliation)
- ☐ Migration Project.
 - Voluntary Corporate Action – 3 months (STA) in HSBC Hong Kong - 2018
 - Re-migration from KL to Bangalore (India) – Equities - 2018
 - Market Dividend HSBC Paris – 2017
 - Stock Borrow & Lending / Claims HSBC Hong Kong – 2017
 - Mandatory Corporate Action – 2 months (STA) in HSBC London 2012
 - Common depository (CTLA) – 2 months (STA) in HSBC London - 2009

Professional Experience

1) HSBC Bank (M) Bhd - Direct Custody & Clearing

Section Head / Manager

Managing a static and Fee billing team activities for Direct Custody & Clearing Department which covers the below;

- Client security account opening, screening, maintenance.
- Client tariff setup and maintenance.
- Control check for client dormant, closure account.
- Sanction screening
- Client Cash monitoring for FEA Policy / Purpose of payments
- Department System static access control
- BNM & Bursa reporting
- Annual Paynet & Bursa gap analysis
- Regular sampling check for Audit submission.
- Departmental Book of Work for Mandatory & Regulatory Project
- Vendor services and outsourcing monitoring control.
- Data retention control, procedural and policy review

2) HSBC (HDPM) Malaysia – GBM Asset Services & Tax Operations

Assistant Vice President (2018 – 2019)

Manager (2015 – 2018)

Assistant Manager ((2013 – 2015)

Primarily managing equities processing for Hong Kong and UK Asset Services and Tax processing with approx. 20 operations staff.

- UK & HK Mandatory Corporate Actions,
- UK & HK Voluntary Corporate Action,
- UK Dividends processing, Fixed Income processing
- HK Prime client services
- APAC Fixed Income processing and market claims.
- Escalation support for HK Tax Operations
- Department project lead

3) HSBC (HDPM) Malaysia – CTLA – New Issuance / Common Depository / Paying Agent Desk

Executive (2008 – 2010) & (2011 (rejoined) – 2012)

New hired as an executive for Corporate trust and loan agency department - New Issuance processing, Common Depository processing and Paying agent processing. Primary operation involves in Interest payment, Dividend payment and Redemption for Fixed and floating rate note reconciliation.

- Process cash dividend and interest payment.
- Act as Paying agent (Fixed & Floating rate note)
- Payment reconciliation and nostro balance.
- Work with various type of reconciliation report to clear outstanding breaks.

4) Standard Chartered Scope International (M)

Securities Services (Manager Trainee Program) (2010 - 2011)

Selected among 7 management trainees to undergo 6 months program across RBWM across Securities services department (Corporate Action, Settlement, Reconciliation & Claims, Billing & Reporting).

- Completed Banking Operation Trainee Manager Program.
- 2 FTE saved (Process Simplification Project).
- Appointed as Technical Trainer for Securities Services Department.

5) Bank Muamalat Bhd

Corporate Banking Clerk (2006 – 2008)

Hired as clerical managing departmental administration works. Involved in preliminary loan review and preparation of credit rating and analysis for new and existing client.

Education and Technical Proficiencies
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- Diploma in Banking (UiTM).
- Paper 1 – Securities Services CISI.
- Technical skills -MS Office, ASPA (Corporate Action diary), TLM, Global1, SWAP1, GPS, HSBCnet, GMG, WIMs, Fiscal, SPO
- Completed in-house lean Six Sigma (Yellow and Green belt) training