

ANIRUDH GOTTIPAMULA

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Summary

Obtain a challenging leadership position by applying creative problem solving and lean management skills with a growing company to achieve optimum utilization of its resources and maximum profits.

Professional Experience

Broadridge Financial Solutions | Hyderabad, Telangana

Process Analyst – ICS Global Proxy Services | 27th September 2021– Present

Investor communication services and global proxy solutions (ICS-GPS) has the primary mission to connect the investors and corporations. ICS is a division of Broadridge Financial Solutions (India) Pvt Ltd and is part of Broadridge's brokerage services group (BSG) specializes in providing solutions to investment banks, hedge funds and custodians across the globe. The global proxy services division of ICS provides complete solutions for international proxies via a fully automated electronic product supporting straight through processing from account collection, agenda distribution and vote processing in over 100 markets

Carrier highlights

- Contributed Ideas to Automated process related activities, Saved man hours along with cost benefits
- Work closely with senior Investor Relations professionals to ensure meeting follow-ups are complete
- Identify ineffective areas within own BAU process and initiate changes for them – propose to improvement solutions – propose to create macros and implementing them after testing
- Effective supervisor, trainer, and motivator having the ability to integrate efforts of team members to optimize overall team productivity and the ability to adapt to new environments
- Communication with Team Leaders and Global team managers to facilitate and support the global team structure and leading a new transition with the team members
- Well trained on GDPR, ISMS ISO 27001 and QMS ISO 9001 and given presentations to the team

Roles & responsibilities:

As a process analyst

- Creating accounts and updating daily holding details of institutional investors on our system
- Communicating with clients (Institutional investors fund managers and individual investors) to providing required reports and resolving their queries through emails and phone calls
- Communicating with company secretaries and registrars for confirmation on status of vote processing in Australia and New Zealand markets
- Act as intermediary on market-specific matters between Broadridge, the client and the sub-custodian
- Creating, modifying and releasing MT 564 and MT 568 swift notifications to the sub custodians
- To help the team building in-house tools and enhancing the existing applications to reduce risk and manual processing

Skills

- Business Analysis: Requirements Elicitation & Gathering, Business Process Modeling (BPMN), Gap Analysis, Stakeholder Management, User Acceptance Testing (UAT), BRD/FRD Creation, User Stories, SWOT Analysis
- Domain Knowledge: Global Proxy Voting, Corporate Actions, Financial Services, ICS (Investor Communication Solutions), Regulatory Compliance (SEC)
- Technical Skills: MS Excel (Pivot Tables, VLOOKUP), MS Visio, JIRA, Balsamiq, SQL, PowerPoint, Power BI

Education

- **Master of Business Administration** (Finance) from **MRM GROUP OF INSTITUTIONS**, Osmania University in 2021.
- **Bachelor of Technology** from **BRILLIANT GROUP OF INSTITUTIONS**, Jawaharlal Nehru Technological University in 2017.

Certifications

- Awarded as **Quarterly star performer** for the year 2022, 2023 & 2025.
- Received ACE awards for best performance from Organization in 2022 to 2025.
- Officially declared as Team coordinator.