

OMOTAYO A. SHENAIKEomotayoshenaike@yahoo.com

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Date of Birth: June 28, 1987

EDUCATION

Obafemi Awolowo University:	MBA. (Finance)	2013 – 2015
Obafemi Awolowo University:	B.Sc. Accounting (Hons)	2005 – 2010

PROFESSIONAL QUALIFICATIONS

Institute of Chartered Accountants of Nigeria	ACA (MB039374)
Association of Certified Chartered Accountant	ACCA (2637326)
Chartered Professional Accountant of British Columbia	CPA, CGA
Chartered Institute of Taxation of Nigeria	ACTI (19427)
Chartered Institute of Finance & Control of Nigeria	ACIFC (2132)
Diploma in International Financial Reporting (ACCA)	DipIFR (4812421)
Corporate Finance Institute® (FMVA Certification)	Ongoing

PROFESSIONAL EXPERIENCE**FMDQ Depository Limited****June 2019 – Till Date****Depository Operations***Major Responsibilities and Key Achievements*

- Commencement of a new Depository company to challenge a monopoly in the Capital Market space
- Designed application workflow that supports the registration and onboarding of Business Partners and depository clients
- Clearing and Settlement functions for all sovereign and non-sovereign securities traded directly by the banks or on behalf of their clients
- Custody functions for all primary market activities on non-sovereign securities
- Reconciliation of client accounts and holding positions
- Documentation and implemented of post trade workflows, application readiness and quality assurance testing
- Coordinated remote access through Virtual Private Network (VPN) connection with Participants
- Documentation of Standard Policies and Procedures ("SPP"), SWIFT implementation plan and data exchange portal
- Coordinated operational overview, product initiative and operational mapping for go-live implementations

Guaranty Trust Bank Plc**December 2018 – May 2019****Team Lead, Head Office & Centralized Control***Major Responsibilities and Key Achievements*

- Review of new products and determination of control lapses and loopholes
- Responsible for general proofing and reconciliation of head office and settlement ledgers
- Responsible for the reconciliation of E-business settlement and operations daily transaction activities

Omotayo Shenaike

- Periodical evaluation of the internal control policies and standardized the procedure for monitoring of Service Level Agreement (SLA)
- Introduced a technologically driven daily report and review process that monitored changes in ledger behavior and reactivation
- Developed a comprehensive and customized control programs which achieved the efficient testing of ledger audits

Guaranty Trust Bank Plc

January 2018 – December 2018

Regional Team Lead, Internal Control

Major Responsibilities and Key Achievements

- Responsible for the review of investigative reports including fraud recoveries and prosecutions
- Supervised activities of the region which includes general proofing and reconciliation of ledgers
- Coordination of the half and year-end bank wide cash count exercise; digitalized the rendition of collated cash count certificate which reduced paperwork and bureaucracy
- Ensured the implementation of early morning IT reports to facilitate transaction review and implemented a process tracker
- Performed internal control testing and documentation by following the compliance standards.
- Initiated the quarterly review of internal control functions to ascertain obsolete processes and enhancement of monitoring reports

Guaranty Trust Bank Plc

February 2016 – December 2017

Team Lead, Excess Charges, and Income Verification Unit

Major Responsibilities and Key Achievements

- Verification of income refunds, identifying control improvements, preventing income leakages and evaluation of root cause analysis of excess charges complaint
- Performing special audit assignments and ascertaining level of indebtedness for classified accounts
- Coordinated the process of fee recognition in line with the regulatory “Guide to Bank Charges”; this process eliminated over 80% of probable refunds and resulted in annual savings
- Introduction of IT monitoring tools for facility fees and interest rate amendments on existing customers’ facility and represented the bank on escalated cases before regulatory arbiters
- Implement internal control procedures to mitigate overcharge on customers’ accounts across business units.
- Prepared monthly consolidated reports summarizing findings and recommendations for management purposes

Guaranty Trust Bank Plc

November 2015 – February 2016

Team Member, Internal Audit Unit

Responsibilities and Achievements

- Review of centralized and head office functions (Treasury, Financial Control, Credit Administration, Transaction Services, International and Domestic Settlement)
- Performs annual verification of the Bank’s Fixed Assets and preparation of quarterly reconciliation reports for the Bank’s offshore account balances
- Consulting with external auditors on audit matters
- Plan and develop audit strategies and lead audit teams for branches, centralized functions, and subsidiaries.
- Evaluation and implementation of business process improvement strategies

Guaranty Trust Bank Plc
Team Member, Electronic Fraud Unit, Internal Control

March 2015 – November 2015

Responsibilities and Achievements

- Review of out-of-pattern transactions using generated technology reports
- Investigating electronic channel complaints, documentation, and implementation of investigative recommendations
- Handling Indemnities and Footage complaints.
- Rendition of electronic fraud returns to regulatory authorities.

Guaranty Trust Bank Plc
Team Member, Excess Charges Investigation Unit

August 2013 – March 2015

Responsibilities and Achievements

- COT/Overdraft/loan interest analysis and investigations into customer complaints of excess charges
- Verification of income refunds and plugging of income loopholes
- Preparation of investigating reports on computations received from SYSCON regional teams.
- Consult with regulatory authorities on excess charge complaint cases in arbitration
- Overcharge detection, reconciliation and prevention using monitoring tools

Guaranty Trust Bank Plc
Team Member, Audit, and Investigation

June 2012 – August 2013

Responsibilities and Achievements

- Internal Control Officer and Fraud Investigating Officer (FIO)
- Report writing on fraud and complaint within the region
- Performed proof reconciliation and regional branch monitoring
- General audit and investigation including fraud recovery and prosecution

Stanbic IBTC Bank (NYSC)
Investors Services

November 2010 – January 2012

- Prepared daily Memos for the issuance of Certificate of Capital Importation (CCIs).
- Responsible for “marking down” of files to be used for repatriation.
- Directly responsible for any complaint concerning CCIs from the International Business Center
- Responsible for filing and general organization of CCIs into relevant folders.

TRAININGS

- Leadership, Creativity & Innovation
- Risk-Based Internal Auditing
- Overview of Internal Capital Adequacy Assessment Process (ICAAP)
- Trade Financing Skills
- Capital Market Anatomy for Depository Functions

SKILLS & INTERESTS

- Microsoft Office Package
- Good communication & people skills
- Ability to perform under limited supervision
- Sports Enthusiast and ability to get along
- Meticulous, analytical, and problem-solving

REFERENCE

Available on Request
Omotayo Shenaike