

Julie Li

PROFESSIONAL EXPERIENCE

SS&C Technologies, Inc.

New York, NY

Senior Fund Accountant; Private Equity Investments Solutions

3/2013 – Present

- Responsible for preparing work-papers package (including booking journal entries, posting to general ledger, and allocating expenses, realized and unrealized gains/losses) for deadline driven quarterly and annual consolidated GAAP financial statements including footnotes and Capital Account Statements for each Limited Partner for various PE Funds and multiple related Alternative Investment Vehicles and Holding Companies
- Calculate and prepare capital call and distribution schedules and letters for various Funds
- Calculate and maintain management fee schedules, management fee offset schedules and capital roll-forwards and investments roll-forwards
- Assist Controllers and CFOs of various Funds on ad-hoc projects such as audit-related matters, investor requests and various reconciliations
- Implement new clients, new funds and new entities of existing clients to The Next Round (TNR) accounting platform
- Assist in the drafting of workpapers and financial statements, hypothetical waterfall calculations, capital calls and distribution templates for new clients
- Maintain client specific TNR xTranet Portal to ensure all fund communications are current and accessible to the Limited Partners
- Maintain clients' relationship to ensure satisfaction is met and produce solutions for all their current needs
- Train, manage, review and provide feedback on the work of one staff fund accountant

JP Morgan Chase & Co. /JP Morgan Asset Management

New York, NY

Associate; Private Equity Fund Accountant, Bear Stearns Asset Management

2/2009 – 3/2013

- Managed daily operations for six Heritage Bear Stearns Private Equity Funds
 - Calculated, reconciled, and assisted in the preparation of notices for capital calls and distributions for funds
 - Calculated quarterly management fees
 - Monitored and managed cash, fund investments, processed trade settlements and paid operating expenses
 - Reviewed annual and quarterly financial statements, workpapers, and partners capital account summaries prepared by fund administrators to ensure accuracy and provided investors with fund performance and the value of their investment in the fund
 - Coordinated with external auditors for year-end audits providing audit package, support, and documentation
 - Managed relationship with underlying fund sponsors to ensure the timely receipt of quarterly financial statements, capital call/distribution notices, and other pertinent financial information
 - Respond to audit confirmations and ad-hoc investor requests in a timely manner
- Managed the daily capital calls and distributions operation for 200+ clients in thirty-five JPMorgan Private Bank PE Funds
- Maintained Private Equity Fund of Funds (PEFoF), an internal investment management database, which houses information for all 36 Heritage BSAM PE Funds such as brokers, limited partner contacts, capital calls/distributions since inception and historical and current values for all limited partners
- Quarterly testing and submission of a Control Self Assessment (CSA) report of BSAM's internal controls to ensure business is in compliance with all policies and procedures in place, thereby diminishing risks of the business and/or the company
- Self-Taught and trained three teammates on the new Order-To-Pay, a web-based accounts payable application to process fund expenses electronically

Internal Audit Analyst, Treasury & Securities Services

2/2008-2/2009

- Conducted all phases of an audit (Planning, Fieldwork, Reporting) on the following four businesses within Treasury & Securities Services: Private Equity Fund Services, NY Securities Lending, Boston Fund Services, Hedge Fund Services, and Anti-Money Laundering
- Led one-on-one client meetings and documented key business processes to fully achieve the understanding of strengths and weaknesses of the business
- Selected samples and designed specific test steps to gauge the effectiveness of controls and identify any deficiencies within the business
- Tracked and monitored businesses' internal controls using Phoenix system and other metrics

EDUCATION

Syracuse University, Martin J. Whitman School of Management

Syracuse, NY

Bachelor of Science, December 2007

Major(s): Accounting/CPA; Finance; Honor Roll; Major GPA: 3.3/4.0



From The Desk Of Warren S. Gurtman

ADDITIONAL INFORMATION

Technical: TNR (The Next Round) Accounting Database, TNR xTranet Portal, Intralinks Filesplit, Proficient in Microsoft Office (Excel, Word, PowerPoint), Rumba CICS Mainframe, Bloomberg (basic), Lotus Notes, Adobe Photoshop, Adobe Acrobat Pro

Languages: Fluent in conversational Cantonese

Adam J. Blass

Professional Experience:

Yellow Brick (UK) Capital Advisors London and New York

Sept 2008- Feb 2014

(Yellow Brick Capital Advisors is a boutique multi family, family office and investment advisory firm)

Financial Controller

Jan 2011 – Present

Independent Financial Consultant

Nov 2009 – Dec 2010

Analysis and Reporting

Sept 2008- Oct 2009

- Prepare master budgets for Yellow Brick and affiliated companies, record all cash transactions for all entities and liaise with UK accountants to ensure compliance.
- Prepare and review financial statements for real estate activities, responsible to sign-off on all invoices.
- Calculate and maintain records of all shareholders and share classes. Compute investor distributions based on overall profitability, IRR, hurdle rates and fees.
- Controlled and coordinated a \$5 million transfer process of a private equity investment that involved 4 currencies, 6 countries, 6 time zones and many investment vehicles.
- Communicate with BDO auditors to disseminate fund activity.
- Independently compute the performance of Net Asset Value (NAV) for several portfolios that include hedge funds, bonds, currencies, equities, real estate and private equity.
- Created models to analyze portfolios by strategy, geography, risk, correlation patterns, liquidity, ect
- Report daily to the CEO of a company that advises on assets exceeding \$100 million.
- Create and review financial statements and evaluate business status.
- Assist management with the execution stages of business plans and strategy
 - Overhaul financial reporting systems to increase supply chain efficiency and control cash flow
 - Renegotiate contracts with existing or new vendors and suppliers for more favorable terms.
- Travelled to Ireland to meet with J.P Morgan's back office to gain insight into bank operations.
- Communicate daily with UBS administrators and custodians on all activity affecting cash and risk..
- Led transition process when Administrator and Custodians of \$100 million of assets were replaced
- Led YB on a real estate development project valued over £10 million (\$16 million).
 - Responsible for developing a legal structure involving several offshore entities.
 - Reviewed investment banker's valuation and made amendments when necessary.
 - Negotiated partnership agreements, worked with banks and lawyers to ensure documentation was in place.

Education:

Yeshiva University, New York, NY

May 2008

Sy Syms School of Business

Bachelor Science Major: Finance

Systems:

MS Office specifically Excel