



Siviwe Jeyi

Curriculum Vitae (CV)

What job i'm looking for? My positive points

I am a motivated, hard-working, passionate, consistent and disciplined Business Development Analyst with a passion and aptitude for data and forward-thinking strategies and a desire to bring innovative solutions and thinking from the global arena to contribute to team success. I have an eternal fascination with new knowledge. I am seeking employment to enhance my analytical and research skills and expertise and grow into a business strategist contributing to growth initiatives across industry.

Preferred occupation	Finance jobs
Preferred work location	Johannesburg Gauteng

Contacts and general information about me

Day of birth	1993-11-25 (31 years old)
Gender	Male
Residential location	Johannesburg Gauteng
Telephone number	<i>Information is available only for registered users.</i> Sign in
Email address	<i>Information is available only for registered users.</i> Sign in

Work experience

Working period **nuo 2022.02 iki dabar**

Company name Mergence Investment Managers

Occupation Business Development Analyst and Executive Assistant to the MD

What you did at this job position?

- Project manage and coordinating the client due diligence, tender, and RFP applications process. Moreover, timeous response to client queries.
- Responsible for qualitative and quantitative client analysis insights that provide recommendations for business development strategy and initiatives.
- Administrative support in the annual budgeting process for the Managing Director
- Responsible for providing market sizing, competitive benchmarking and product position research and presenting findings to the executive committee
- Strategy support to the Head of Business Development to ensure business objectives are met
- Provide sales and client management support, which includes attending client meetings, report backs, pitches and client entertainment, attending all tender briefings and lead generation cold calls, pipeline management
- Formulating and operationalising the retail distribution strategy
- Establishing and leading the project team responsible for the execution of the retail strategy

Working period **nuo 2020.03 iki 2022.01**

Company name Momentum Wealth

Occupation Investment Platform Solutions Analyst

What you did at this job position?

- Provide effective support to the Wealth Management Value Chain in driving and coordinating strategic business outcomes and initiatives.
- Produce qualitative and quantitative insights that provide recommendations and thought leadership input for new and existing products.
- Responsible for integrating research findings into the solution design process followed by product owners to provide insights to the Wealth Management value chain.
- Responsible for conducting a thorough analysis of proposed technology solutions using investigative and information gathering skills to highlight the impact of solutions on business processes and systems
- Assist product owners in designing fit-for-purpose processes, technology solutions, and digital and platform capabilities that deliver on the business objectives.

Working period **nuo 2018.02 iki 2020.03**

Company name Momentum Wealth

Occupation Personal Share Portfolio Administrator

What you did at this job position?

- Responsible for administering all PSP trade instructions correctly and timeously, exceeding client expectations.
- Complete all PSP month-end processes, e.g. DWT calculations on 5000 client portfolios.
- Responsible for coordinating effective communication between service, operations, platform, implementation, legal, marketing and product teams to ensure issues are successfully addressed

Education

Educational period **nuo 2022.01 iki 2022.12**
 Degree Degree
 Educational institution University of the Witwatersrand
 Educational qualification Postgraduate diploma in Business Administration
 I could work Yes

Educational period **nuo 2019.01 iki 2021.01**
 Degree Masters
 Educational institution University of the Witwatersrand
 Educational qualification Master of Commerce in Economics
 I could work Yes

Educational period **nuo 2016.01 iki 2017.01**
 Degree Honours
 Educational institution University of Johannesburg
 Educational qualification BcomHons in Economics
 I could work Yes

Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	fluent	fluent
Afrikaans	good	very good	basic
isiXhosa	fluent	fluent	good

Computer knowledge

Excel
 PowerPoint
 Word
 R
 Stata
 Eviews
 Google analytics

Additional information

Driver licenses B Light Vehicle ≤ 3,500kg
 Driver license from 2012-01-00 (12 years)
 Salary you wish 60 000 R per month
 How much do you earn now 35 000 R per month