

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

Preferred work location Johannesburg
Gauteng

Contacts and general information about me

Day of birth 1993-11-25 (32 years old)

Telephone number *Information is available only for registered users.* [Sign in](#)

Email address *Information is available only for registered users.* [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?	<ul style="list-style-type: none"> • 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?	<ul style="list-style-type: none"> • 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?	<ul style="list-style-type: none"> • 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 (14 years)
Salary you wish	60 000 R per month
How much do you earn now	35 000 R per month