

Jasmine Yuen Mei Inisan Wong

Address: no 3 Island Palms,
29 Harquail Drive, George Town,
Grand Cayman
Mob: +1 345 525 4793
Email: jasmine.wong@uk.gt.com

01/ Professional Experience

JANUARY 2021 - TODAY **Assistant Manager, Insolvency and Asset Recovery, Grant Thornton Specialist Services (Cayman) Limited**
GRAND CAYMAN

Voluntary Liquidation Management: Assuming responsibility for a portfolio of voluntary liquidations and managing these from appointment to dissolution. Taking responsibility for the completion of statutory tasks in line with statutory rules and industry best practice.

Asset sales to third-parties: Assisting with drafting asset sales documents such as NDAs, teasers, confidential information memorandums, sales proposal documents. Practical experience of setting-up a virtual data-room and formulating an international advertisement plan to successfully market large and complex assets to third-parties in line with court order mandates and budget. Experience in engaging with third-parties such as valuation experts, auctioneers or overseas members of the Grant Thornton network to drive the sale forward.

Complex Claim Adjudication: Liaising with lawyers to gain advice on complex claim adjudication issues often disputed by creditors. Drafting detailed file notes summarising issues and recommending next steps to the liquidator.

Detailed Due Diligence: Participating in the due diligence process and conducting business investigate analysis and industry research to a high and thorough standard to adhere to current Cayman legislation and internal policy.

Setting budgets and billing: Setting budgets, reviewing, and correcting team's timesheets, ensuring timely billing on cases and providing detailed remuneration reports to the client. Monitoring the accuracy of the cashbook, receipts and payables and estimated outcome statement of a liquidation.

Project Managing: Progressing components of engagement, obtaining legal advice in respect to same, potential claims against third parties. Engaging in case management calls with third-party professionals such as lawyers, directors, fund managers and in instances managing the relationship with same. Reading complex judgements, orders, court transcripts and summarising these by email, file note or call.

People Management and Marketing: Assisting new members of staff through on-the-job training, delegation, and providing review and feedback of work product. Chairing weekly meetings with the senior group to discuss workload and capacity. Participating in marketing events and engaging in client meetings and assisting in proposal writing. Attending RISA and IWIRC insolvency seminars, conferences.

Driving Digital Change: Helping to drive and shape the firm's digital transformation journey. Acting as the team's point of contact with the digital guide network to find solutions to the team's digitisation issues and provide updates in respect of new digital solutions.

JANUARY 2020 - JANUARY 2021 **Assistant Manager, Insolvency and Asset Recovery, Grant Thornton (British Virgin Islands) Ltd**
BRITISH VIRGIN ISLANDS

Asset Realisations: Managing asset realisations, including liaising with solicitors and other advisors in various jurisdictions. Contacting banks in various jurisdictions, leveraging French skills as needed. Conducting detailed forensic analysis of bank statements and other financial information. Assisting in the collection, sale and realisation of assets; liaising with interested parties and marketing assets Including but not limited to commercial properties and vessels effectively.

Communication with third parties: Liaising with creditors, solicitors, registered agents, fund managers, directors, as well as regulatory bodies. Making appropriate recommendations based on advice received. Preparing and reviewing documentation for complex legal disputes. Drafting comprehensive file notes of meetings and calls whilst maintaining clear audit trails and files.

Claim Adjudication: Dealing with preferential, complex and unsecured claims. Drafting detailed claim adjudication reports. Communicating with creditors, requesting further information and making recommendations to the lead insolvency practitioner.

Visiting client premises: Traveling to client sites in the Caribbean (St. Lucia, Antigua) to liaise with staff and legal advisors on the ground. Attending court hearings.

The Grant Thornton network: Nominated as Grant Thornton (British Virgin Islands) Limited "Offshore Insight" point of contact, a role involving drafting updates on the BVI and the GT office on a quarterly basis for publication in an internal newsletter and meeting quarterly to discuss offshore developments.

Investigations: Leveraging research skills to assist senior management to asset trace and investigate on a global basis. Coordinating with legal and other asset tracing advisors in the relevant jurisdictions. Assisting senior management in investigating asset dissipation (e.g. unfair preference transactions) and misconduct by company officers (e.g. insolvent trading).

JANUARY 2017 - JANUARY 2020 — **Executive, Insolvency and Asset Recovery, Grant Thornton (British Virgin Islands) Ltd**
BRITISH VIRGIN ISLANDS

Case Take-on: Ensuring adherence to all take on requirements including preparing complex letters of engagements, indemnities, consents to act, conflict checks, KYC and risk management checks.

Adhering to Statutory Deadlines: Ensuring all statutory and other post appointment compliance matters are dealt with, including notices of appointment, advertising, report to creditors, providing notices to relevant parties, conducting creditor meetings, and dealing with IPS prompts. Fulfilling all statutory steps to close cases effectively, including liaising with the BVI registry and ensuring all filings are appropriately handled.

Budgets and billings: Regularly monitoring costs on a case are within budget and notifying senior team members if issues are identified. Reviewing cases monthly for billing opportunities. Ensuring professional fees are paid in a timely fashion and organising monthly invoice approval meetings.

Financial Reporting: Preparing Estimated Outcome Statements, Statement of Affairs and complex Receipts and Payables (with numerous bank accounts and currencies). Interpreting financial accounts and summarising same in file notes with some analysis.

Fee Applications: Maintaining accurate records of professional fee invoices and summarising these for fee applications. Reviewing and amending witness statements and affidavits in various jurisdictions following guidance from solicitors or drafting same from start to finish on smaller cases.

Distributions: Experience distributing to large bodies of creditors including but not limited to the Stanford International Bank case (13,000 creditors) through IPS/ TPS. Calculating and paying distributions to creditors and shareholders. Cancelling previous cheques and redistributing them on a regular basis. Experience in setting-up and issuing wire distributions to large amounts of creditors following verification of bank details. Working effectively with treasury to obtain and review bank reconciliations and issuance of distributions.

Claim Buyers: Reviewing claim buyer paperwork and organising the transfer of claims from original creditors to claim buyers. Communicating regularly with claim buyers and actively reviewing the process with assistance with local counsel.

DECEMBER 2015 - DECEMBER 2016— **Senior Account Manager, IWOCA, UK team** LONDON

At this Fintech Start-up, I serviced and managed a portfolio of 300 revolving credit facilities (£25,000 - £100,000) representing combined revenue of circa £3 million. Promotion to a senior account manager position allowed me to focus further on my relationship building and client servicing strengths.

Leadership and teamwork: Training new staff and working closely with the head of department to allocate daily tasks and prioritisation. Elaborating on complex issues in order to make them easy to comprehend for different departments as well as newcomers. Working adjacent to the credit team to arrive at optimal pricing, duration and loan amounts.

Problem-solving & implementing efficiencies: Improving the overall client experience and daily operational routine by suggesting enhancements and automations to management. Where changes to enhance processes have been approved - directly implementing these changes through on-going communication with the tech, risk and credit team.

NOVEMBER 2014 - DECEMBER 2015— **Account Manager & Credit Analyst, IWOCA, UK team** LONDON

At this Fintech Start-up, I serviced and managed a portfolio of 200 personally approved revolving credit facilities (£1,000 - £50,000) representing combined revenue of circa £2 million all the while managing competing priorities within a dual role.

Client Servicing: Preparing reviews of existing limits, requesting appropriate documentation from clients, communicating application outcomes. Acting as the main point of contact for portfolio of clients, developing strong client query handling and relationship management skills. Achieved excellent reviews on Trustpilot website and won the prize for most name mentions in a customer survey.

Strategic communication: Pro-actively escalating any sensitive client issues which arise to collections, marketing, risk or legal. Liaising with approved clients and marketing in order to put successful case studies together for advertisement purposes and identifying opportunities for the sales team.

Regulatory environment & compliance standards: Performing KYC and Anti-Money Laundering checks as well as liaising with legal where relevant thereby developing a strong awareness of compliance within the financial sector and FCA regulation.

Analytical & Numerical skills: Evaluated credit applications of up to £50,000 by analysing data from financial statements, credit reference agencies, industry risk research, application forms and other third-party sources to arrive at fast, fair, and accurate decisions. Structured loan duration, repayments and guarantees. Underwrote loan applications for fellow credit analysts in the UK team. Leveraged my Economics degree, helping me achieve an overall portfolio default rate <1%.

Risk management: Observed and analysed client trends in order to facilitate risk mitigation for future transactions and credit approvals allowing for valuable risk management insight into the industry. Provided underwriting improvement suggestions to be integrated into the credit technology platform.

AUGUST 2012 — **Clearstream Banking S.A., Internship** LUXEMBOURG, SETTLEMENT AND CUSTODY, LUXEMBOURG

JUNE, JULY 2012 — **University of Edinburgh, Data Analysis Research Assistant** SENEGAL

SUMMER 2011— **Clearstream Banking S.A., Internship**, ACCOUNT ADMINISTRATION, LUXEMBOURG

SUMMER 2010 — **Clearstream Banking S.A., Internship**, CORPORATE ACTIONS DEPARTMENT, LUXEMBOURG

02/ University and Higher Education

SEPTEMBER 2008 - JUNE 2012 — **MA (Hons) in Economics, The University of Edinburgh (2:1)** EDINBURGH

- Specialised in Econometrics. In the top 10 percentile of my "Advanced methods in Econometrics" class.
- Developed a keen interest in Finance, Business and Mandarin through additional modules.
- Rewarded a 1st in my Econometrics dissertation and participated as an Econometrics Teaching Assistant.

Societies:

- Treasurer of Edinburgh University Microfinance society: learnt strong organisational, basic accounting and leadership skills.
- Edinburgh Global Partners: Fundraised over £14,000 with six other volunteers to build an income-generating farm in Malawi on site.

SEPTEMBER 2012 - OCTOBER 2014, GRADUATION MAY 2015 — **MA in Art Business, Sotheby's Institute of Art** LONDON

- Awarded the Arts & Humanities Research Council (AHRC) Scholarship Award.
- Modules included "Planning, Finance and Investment", "Research Methodologies", "Professional Practice and Appraisal", "The International Art world" and "Ethics and Law in the Art World".

SEPTEMBER 2018 - TODAY — **ACCA Advanced Diploma in Accounting and Business**

Business and Technology (BT) - CBE Pass 85, December 2018
 Management Accounting (MA) - CBE Pass 65, December 2018
 Financial Accounting (FA) - CBE Pass 64, September 2018
 Corporate and Business Law - English (LW - ENG) CBE Pass 77, September 2019
 Performance Management (PM) - Pass 66, June 2019
 Financial Reporting (FR) - Pass 57, December 2019
 Audit and Assurance (AA) - Pass 62, December 2020
 Financial Management (FM) - Pass 53, December 2020
 Taxation - United Kingdom (TX - UK) - Pass 59, September 2021
 Strategic Business Leader (SBL) - Pass 52, December 2021

03/Secondary Education

1997 - 2008 — **European Baccalaureate, European School of Luxembourg (88.7%)** LUXEMBOURG

European Baccalaureate result of 88.7% overall - Equivalent to an A*A*A* in UK standards.

Mathematics (advanced): 83.1%

Art (advanced): 88.1%

Philosophy (advanced): 95.5%

English studies (advanced): 87.1%

English: 87.2%

French: 90.5%

History: 91.9%

Geography: 90.2%

Biology: 80.1%

Physical Education: 82.5%

Computer Studies: 75.3%

04/Additional Skills

Active management of competing deadlines: Practiced at actively communicating with senior management and meeting deadlines.

Prioritising: Experienced in prioritising workload to ensure case progression and deadlines are met, and that certain tasks are escalated.

Commercial: Ensuring that time spent is proportionate to task at hand, timesheet is accurate and completed on a timely basis.

Detail Orientated: Able to self-review and produce work with few or no 'avoidable errors'.

Strong interest in insolvency legislation: Willingness to learn and apply relevant legislation in other jurisdictions and able to quickly research and interpret Insolvency or Companies Acts.

Strong writing skills: Adept at preparing clear correspondence, drafting long form and bullet point reports as well as preparing data analysis.

Technical updates: Up to date technically on internal processes of the Grant Thornton organisation. Abreast of developments in the insolvency field through attendance of training such as Offshore Alert, INSOL webinars, and FIRE, thought leaders 4 webinars.

IT knowledge including but not limited to IPS, Livelink, Microsoft Word, Microsoft Excel, Microsoft Powerpoint, Lotus Notes, Salesforce, HTML.

05/Activities and Interests

- Tennis, squash, swimming, running, kiteboarding, diving and an avid reader.
- Grade 6 in piano, grade 8 and advanced foundation in ballet.

06/Additional Languages

- French (native + business proficient)
- Mandarin (beginner)
- Spanish (beginner)