

# M. David Reilly, Jr.



Accomplished financial professional with extensive experience ranging from Wall Street trading and operations to local government budgeting and Legislative management. Excellent research abilities combined with real world execution.

## Work Experience:

### **Deputy Commissioner, Department of Management & Budget, Albany County, Albany, NY**

*October, 2016 – Present*

- Assists in preparation and submission to the Legislature of the County Executive's proposed budget, Five-year Capital Plan as well as monthly Requests for Legislative Action and Contract Board submissions
- Provides investment advice and cash flow guidance to the Commissioner of Management & Budget
- Participates in Budget negotiations between departments and elected officials
- Member of Albany County Investment Advisory Board, Ex-officio member of County Planning Board
- Works directly with County Department Heads and Commissioners as well as County Legislators and their staff to advance the Legislative requests and needs of departments under the County Executive
- Coordinates between the Albany County Land Bank, the County Division of Finance, Department of Law and Department of General Services to ensure a clean transition through the tax foreclosure process, to County judgement, eviction and disposition through the Land Bank leading to reinstatement on the tax roll
- Assists in the preparation of both short and long-term fiscal strategies to ensure the future of Albany County
- Authored County Investment Policy and co-authored County Property Disposition Plan, both were adopted unanimously by the County Legislature without revision

### **Acting Commissioner, Department of Management & Budget, Albany County, Albany, NY**

*January, 2016 – October, 2016*

- Prepared and submitted the County Executive's proposed budget to the County Legislature
- Negotiated budgetary changes with separately elected officials and County Legislature and their staff
- Chaired the County Capital Plan Committee, in charge of submitting the annual five-year plan for Albany County's Capital spending and bonding needs across all departments
- Ex-officio member of the Albany County Planning Board

### **Senior Budget Analyst, Albany County Department of Management & Budget, Albany, NY**

*December, 2013 – January, 2016*

- Lead Budget Analyst for a rotating portfolio of County Departments, handling all budget transfers, Legislative requests and contract needs as well as payroll authorizations and staffing needs
- Helped prepare and present County Executive's proposed budget to the County Legislature
- Ex-officio member of Albany County Planning Board
- Guided departments through their annual budget submission process
- Monitored budgetary line usage throughout the year and advised departments on issues in a timely manner

### **Director of Fiscal Operations, Albany County Nursing Home, Albany, NY**

*January, 2013 – December, 2013*

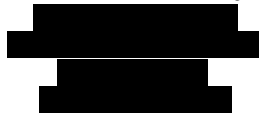
- Chief Fiscal Officer for the Albany County Residential Health Care Facility, a 250 bed facility
- Prepared Trial Balance and acted as lead County contact with external and internal auditors
- Compiled and Certified Cost Reports which determine Medicare and Medicaid reimbursement rate
- Managed staff in the Business Office and across the entire facility depending on situational needs
- Worked closely with the County Executive's staff on budgetary and policy initiatives

### **Trade Operations Manager, Janus Capital Group, Denver, CO**

*April, 2011 – January, 2012*

- Managed Alternative Operations, Fixed Income Operations, and Trade Settlements in five countries
- Oversaw trade booking, processing, financing, and settlement for all associated products globally
- Presented new derivative trading products to the Alternative Investment Committee

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- Affirmed CDS, CDX, and OTC Option trading activity on DTCC's online platform
- Coordinated Option and Future rolls between Portfolio Managers, Traders, and counterparties in advance of the positions maturing to maintain proper hedging and speculating levels
- Responsible for posting and monitoring collateral levels needed for all derivative positions to maintain compliance with 1940 Act requirements and internal compliance rules

## **Director of Operations, Senator Investment Group, New York, NY**

*June, 2008 – March, 2010*

- Entered or processed daily trading activity for all fixed income, equity, listed options, credit derivatives, and foreign exchange trades for onshore and offshore funds totaling approximately \$2 billion USD
- Executed equity, option, credit, credit derivative and foreign exchange trades
- Responsible for all proxy voting, corporate actions, and reorganization activity for portfolio
- Calculated and distributed daily, weekly, and monthly return data internally as well as assisted with official month and year-end estimates distributed to all onshore and offshore investors
- Set allocation percentages for new positions based on ratio of NAV between funds
- Responsible for daily transfers of cash and securities between three Prime Brokers (Goldman Sachs, JP Morgan, and Morgan Stanley) to ensure on-time trade settlement and margin requirements as well as maintain appropriate levels of counterparty risk between accounts
- Affirmed CDS trades and coordinated novation activity and quarterly position rolls with counterparties
- Reviewed foreign exposure and hedged portfolio currency risk using spot markets and derivatives
- Responsible for all SEC filings and mandated reporting through their online platform

## **Senior Operations Analyst, Avenue Capital Group, New York, NY**

*April, 2004 – June, 2008*

- Entered and verified daily activity for all fixed income, equity, listed options, derivatives, and foreign exchange trades for domestic strategy funds totaling approximately \$9.8 billion USD
- Executed spot and forward currency trades to settle and hedge foreign denominated securities
- Managed a team of Operations Analysts in terms of their workload, accuracy, and timeliness
- Found and resolved any trade breaks and failing trades to ensure on-time trade settlement
- Ran daily profit and loss statements and position sheets to be distributed to trading, analytical, marketing, risk management and portfolio management staff
- Processed corporate actions, exchange offers, and proxy votes affecting securities held in funds

## **Mutual Fund Accountant, Mutual of America, New York, NY**

*June, 2002 – April, 2004*

- Calculated the cash availability, Net Asset Value (NAV) and Unit Values for multiple funds comprised of equities, options, fixed income securities, and foreign currencies
- Validated the accuracy of daily Net Asset Values and Unit Values for all funds priced by other fund accountants in the pricing group prior to distribution
- Ensured proper hedging levels and asset allocation percentages for index-tracking funds through the use of index futures with varying expirations
- Prepared monthly, quarterly, and annual reports detailing fund performance and valuation for internal and external distribution

## **Education:**

### **Bachelor of Science in Business Administration**

University of Delaware, Alfred Lerner College of Business, Newark, DE

Concentration: Finance

Completed December 2001 – Dean's List

## **Computer Skills/Software Proficiency:**

Microsoft Excel, Access, Word, PowerPoint and Outlook, MUNIS, Adobe Acrobat, Granicus, Eze Castle OMS, Bloomberg, Charles River IMS, SunGard VPM, Advent Geneva, Advent Axys, Princeton Asset Management, and many proprietary systems