Dan Krawczun

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SUMMARY

Results-driven finance and technology professional with expertise spanning institutional trading, investment research and analysis, and AI-workflow optimization strategies within the global asset management space. Recognized for combining deep analytical expertise with frontier AI technologies to enhance execution, improve efficiency, and deliver measurable business impact. Identified as a collaborative contributor who delivers high-impact results through accountability, problem-solving, and forging strong partnerships across all levels of an organization.

AREAS OF EXPERTISE

Relationship Management	Workflow Automation	Fixed Income & Equity
Stakeholder Management	AI Agent Development & Integration	Global Tactical Asset Allocation
Cross-Functional Collaboration	Enterprise Workflow Architecture	Closed-End Funds/ETFs

PROFESSIONAL EXPERIENCE

City of London Investment Management Company Limited, *West Chester, PA* **Jun 2014 - May 2026**

Product Analyst ***Sep 2025 - May 2026***

Analyst working directly with the CIO, CTO, and COO for a $7B global asset manager, collaborating across U.S., London, Dubai, and Singapore offices managing international, global tactical, developed, fixed income, and private equity strategies, via Closed-End Funds (CEFs) for institutional investors.

- In June 2025, spearheaded a firm-wide AI integration and workflow automation initiative, designing, and implementing end-to-end scalable tools and processes that increased operational & development velocity, improved output accuracy, and strengthened the firm's competitive global positioning.
- Partnered directly with the CTO to identify high-impact operational workflows, and developed customized AI tools, agents, and end-to-end automation across compliance, portfolio management, performance attribution, and data operations.
- Utilized virtual machines (Azur/Sandbox) to work with Claude Code, Codex, Ollama, Python and many others to develop custom software and solutions.
    - ➢ Built LLM-assisted systems that used the SEC API/ Bloomberg connections to pull raw machine data and automatically upload to a proprietary portfolio tracking & management database.
    - ➢ Developed a compliance document screener using FastAPI, React, YAML rules, and Claude-based analysis to scan PPTX, PDF, DOCX, XLSX, and HTML marketing materials against FCA, GIPS, SEC, and internal compliance standards.
    - ➢ Built an LLM-integrated LSE buyback scraper that ran smoothly without an LSE API subscription, reviewed all UK investment trust news (via RNS), reconciled buyback/issuance announcements, combined deterministic regex extraction, price guardrails, ticker-specific rules, and over 150 passing regression tests.
    - ➢ Created a CEF-to-Active ETF comparison agent that researched, scored, and presented Active ETF alternatives to a portfolio's currently held CEFs, and provided a detailed breakdown and analysis of similarities and differences, including fee and performance analysis.
    - ➢ Customized sector attribution analysis calculations for Opportunistic Value strategies that didn't fit typical CEF attribution models. Automated portfolio allocation of underlying holdings updates.
    - ➢ Built portfolio attribution and asset allocation tools, including a web-based attribution dashboard and Excel/VBA automation for NAV performance analysis, reducing manual spreadsheet work, and improving auditability of calculations.
- Designed customized workflow maps and identified automation opportunities for repetitive administrative tasks, which increased overall productivity and enabled employees to focus on higher-value, strategic initiatives. Eliminated ~3 hours of team admin tasks per day.

Investment Associate **Jun 2014 - Aug 2025**

- Entered, allocated, and booked trades using Charles River Order Management System, ensuring adherence to portfolio guideline limitations and all compliance rules and regulations.
- Managed cash sheets and cash levels for portfolios. Analyzed NAV performance moves, monitored company news and reviewed financial statements of all closed-end funds and ETFs. Managed timely market stock exchange filings across all strategies by conducting a daily review of the firm's holdings.
- Voted and executed proxy ballots on behalf of clients, and provided recommendations to the CIO and PMs on votes for currently held funds.
- Collaborated with global distribution teams, IM, graphic design, & compliance in order to update all firm factsheets, marketing materials, and client reporting decks with data and performance of each portfolio. This included commentary on all portfolio activity and reasoning for out-or-under performance.

Hibu (*formerly YellowBook*) , *King of Prussia, PA* **Sep 2007 - Apr 2014**

Financial Compliance Manager

- Financial compliance manager at a leading provider of technology driven integrated digital marketing to local small business owners.
- Analyzed all company financial data and investigated both internal and external fraud.

EDUCATION

West Chester University, West Chester, PA
B.S., Professional Studies, Finance and Geographic Information Systems

CERTIFICATIONS & TECHNOLOGY

- CFA Investment Foundations Certificate, CFA Institute
- Generative AI for Software Development Certificate, DeepLearning.ai
- Team Software Engineering with AI Certificate, DeepLearning.ai
- CRUD, GitHub, Python, JSON, Pickle, Pytest,
- Bloomberg, Charles River, Power BI, Proprietary Portfolio Management and Performance Databases
- Microsoft Azure, Logic, Foundry, Fabric, OneLake, Azure API
- LangChain, Claude Code, Codex, Gemini, Copilot, ChatGPT
- API and MCP Integration, Claude Code and Codex for Coding and Workflow Automation

VOLUNTEER ACTIVITIES

- Fundraising Team Lead, BreakthroughT1D
- Volunteer, Habitat for Humanity
- Volunteer, Coatesville Youth and Women's Alliance
- Volunteer, Salvation Army West Chester