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# Example of Collateral Operations Job Description

Our growing company is looking to fill the role of collateral operations. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for collateral operations

* Ensure that commodity-based lending transactions are properly collateralized
* Ensure that Loans and REPO outstanding balances are current
* Ensure that collateral is marked-to-market daily and meets the guidelines described in the credit approval, legal documentation and the Policy & Procedures manual
* Process and value collateral
* Monitor accounts and covenants
* Interact with clients, Front Office, Back Office, and LC Departments
* The opportunity is for an Operations professional with 6-9 years industry experience to join the Bangalore Liquidity Ops department, assisting in the management of the line team supporting the EMEA and Asia funding flows
* The candidate will manage team and participate in Mentoring, coaching and training requirements of its team members
* The candidate will proactively contribute ideas to projects involving strategic system and workflow design and new product development
* The candidate will manage team inclusive of mentoring, coaching, delivering performance feedback and training of team members

## Qualifications for collateral operations

* Possess an MSc in Finance, Economics, Business or equivalent
* Efficiency Review
* Strong ability to build, cultivate and leverage client and internal relationships
* Takes accountability for issues, actions and leverages relationships to ensure client and internal
* Expectations are met
* Japanese language capability is required as the role requires interaction with Japanese speaking clients and colleagues