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# Example of Derivatives Analyst Job Description

Our innovative and growing company is hiring for a derivatives analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for derivatives analyst

* Quickly adapts to changes in client Derivatives trading mandates
* Work with independent pricing vendors to obtain prices for new client OTC derivatives and to build a better understanding of their pricing models
* Management of suspense account to ensure where possible all trades are correctly allocated on T+0
* Query facilitation & resolution on all exchanges
* Equity and FICC front office relationship management
* Position Transfers
* Intra-day control of all client & firm trading activity in the AEJ region
* Daily reconciliations to the street – exchanges and brokers
* Dealing with Global Sales and Trading desks to resolve trade-date and post-trade-date issues
* Involvement in various department projects

## Qualifications for derivatives analyst

* Identifies and anticipates problems through careful analysis & attention to detail
* Ensures controls are in place & procedures are followed
* Skilled at gathering and analyzing quantitative and qualitative data to guide decision-making and making recommendations
* Ability to explain complex ideas and concepts behind models/systems, ability to understand complex ideas and translate those ideas into models/systems
* Undergraduate/Graduate degree in Finance/Economics
* A full understanding of the sensitivities in dealing with highly confidential information