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# Example of Derivatives Operations Job Description

Our growing company is looking to fill the role of derivatives operations. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for derivatives operations

* Acts as point of escalation and provides guidance to team members and business partners
* Facilitate continuous process review and improvements and pro-active management of the change process
* Economic affirmation, chasing and drafting of trade confirmations
* Ensure timely support of trades and swift resolution of client issues
* Ensure work is being done timely and accurately in each team
* Help process larger client deliverables daily
* Monitor Exception flows and provide approvals for EOD officer sign-off's
* Help build requirements for technology changes/updates including testing and implementation
* Help train new staff
* Provide subject matter expertise in process and product

## Qualifications for derivatives operations

* Prior experience using Java, MySQL and advanced Excel
* Highly motivated and enthusiastic individual who demonstrates the ability to work in a high volume, fast paced environment while constantly promoting teamwork
* Degree Educated in a relevant subject matter
* 3 years of professional work experience in financial services operations
* Experience with exchange traded commodities products across the various exchanges (CME, CBOT, .)
* Understanding of Physical Commodities specifically, Coal, Crude Oil, Uranium, Freight, Base Metals, Oil and/or Precious Metals