



# Example of Cash Equity Job Description

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

## Responsibilities for cash equity

- Ensure complete updates of all activity completed on the accounts
- Provide support to Cash Sales on day-to-day tasks
- Provide support for and attend various internal and external meetings
- Work on ad hoc projects and requests from the team
- Help with marketing plans for team members
- Help with organisation of events
- Be expected to present a stock pitch to the team at the end of the internship
- Trade Settlement, clearing & Accounting
- Support team head on building out the US into Europe cash equities franchise
- Produce daily e-mail and regular company and macro write ups to foster awareness of the US product and analysts

## Qualifications for cash equity

- Comfort working with a variety of teams and stakeholders
- Experience in A-share sales/research with solid knowledge/connection of HK-Shanghai Connect stocks is preferred
- Minimum 2 years cash processing or accounting/bookkeeping experience
- Working within the securities service team providing trade processing services to other brokers
- Overseeing the trades processing which includes trades booking, trades confirmation and allocation (CTM, IRESS, FIX and SWIFT), settlement, position keeping, trade postings

