Our growing company is looking to fill the role of chief investment office & treasury. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for chief investment office & treasury

- Clearly understand all key processes supporting daily reconciliation processes of Nostro and Security position balances
- In close association with colleagues across the Firm, utilize reconciliation tools and other control procedures to identify and resolve trade/position/nostro discrepancies in a timely manner
- Escalate issues as necessary and distill key messages for management consumption
- In support of business initiatives, participate in global working groups with colleagues from other disciples or other regions
- Support TCIO Business Resiliency functions
- Ability to work a rotating shift required
- Required to master the complexities of many overnight and term products gain a solid understanding of the business model and infrastructure
- Trade verification, affirmation & trade flow exception monitoring
- Reporting of Trade activities to various regulatory bodies under HKMA, MAS, ASIC, CFTC, EMIR
- Monitoring and reporting of exceptions relating to Firm wide/LOB/Regulatory policies and procedures

## Qualifications for chief investment office & treasury

- University degree holder with minimum 2-3 years working experience

- Key member of the Team performing end-to-end month end close and financial reporting
- Oversight regular reconciliations between Front Office/Back Office platforms against ledgers performed by Supporting Teams and provide assistance to resolve key issues
- Understand the end-to-end process, operational workflow and controls for the different products being utilized by TCIO
- Interact with Head Office, Portfolio Managers, Middle Office and Firm-wide Financial Control Team to explain, investigate and resolve Balance Sheet and P&L variances on a regular basis