



Example of Chief Investment Office & Treasury Job Description

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Our innovative and growing company is looking to fill the role of chief investment office & treasury. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for chief investment office & treasury

- Liaising with Front Office and Back Office on resolving trade related queries or exceptions
- Ensuring correct trade flow and linking with technology developments
- Post submission controls & timeliness check for Benchmark submissions across various currency index
- Active participation in system, work flow and process changes across the Regions
- Produce and present KPIs to Business stakeholders and Senior Management as part of governance and monitoring of Business activities
- Be a motivated individual who can implement an audit program of coverage which involves effective risk assessment and design of a risk prioritised coverage approach
- Participate actively as a member of the TCIO audit team, disseminating best practices globally regionally
- Work with end users to generate test cases and execute user acceptance testing to ensure new technology delivers and functions as expected
- Perform all audit work in accordance with department and professional standards
- Evaluate the system of internal controls, and prepare audit programs as appropriate

Qualifications for chief investment office & treasury

- Strong control mindset and understanding the basic control environment
- Ability to work with minimum supervision and deliver under pressure
- Knowledge of US GAAP and liquidity reporting, an advantage
- Independent, self-motivated and strong sense of accountability
- Self-disciplined, able to prioritize multiple tasks and deliver quality results on time