Our company is growing rapidly and is searching for experienced candidates for the position of client data services. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for client data services

- Strong research skills and ability to develop case studies
- Responsible for ensuring that cases are managed effectively and consistently in line with the agreed process
- Assist the VP BI System Client Services in the development of the client service and customer support strategies
- Relevant background with with experience working in Client Onboarding documentation team
- Primary point of contact for Contract repository and Contracted Legal Entity (CLE) queries to AIS
- Ownership of contract repository and CLE issues and tasked with bringing these to resolution
- Data Mining to ensure data integrity
- Client data remediation
- Work with internal control and AIS Risk management to identify risks and control weaknesses
- Report risks to AIS Senior Management

Qualifications for client data services

- Evaluate, recommend, and guide towards building quality, controls, efficiencies and automation globally
- Aid in the development of reports and tools in the Client Services space
- Good I.T

- 5+ years in product development, roadmap development and the Agile delivery process, preferably with experience across multiple geographies and matrix organizations in the financial services segment
- Working understanding of client needs as they relate to treasury functions, including cash and investments is preferred