



Example of Derivatives Operations Job Description

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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

- Understanding of Physical Commodities specifically, Coal, Crude Oil, Uranium, Freight, Base Metals, Oil and/or Precious Metals