Our company is searching for experienced candidates for the position of fixed operations. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for fixed operations

- Daily collateral movements for Futures
- Processing trade corrections in OMS (Charles River) in accordance with the firms Trade Correction process
- Assisting with on-boarding of new accounts and transitions
- Monitoring and coordinating daily cash flow notifications
- Monitoring and researching all trade fail claims
- Creating new security setups in Security Master (Eagle SRM)
- Coordinating and reviewing data attribute changes in Security Master (Eagle SRM)
- Researching daily data exceptions that generate in OMS (Charles River) and reconcile to the Security Master (Eagle SRM)
- Maintaining index data in Security Master (Eagle SRM) database
- Involvement in daily/monthly Pricing Process

Qualifications for fixed operations

- Genuine interest and knowledge in the financial markets
- Preferably Tertiary qualified with a finance or business related major
- Completed or intention to study Securities Institute highly regarded
- At least 3 years industry experience and experience in project management
- Extensive experience in operations preferably within a bank, hedge fund or other financial services institution
- Knowledge of financial processing systems