



# Example of Operations Derivatives Job Description

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

## Responsibilities for operations derivatives

- Identify and monitor high value payments and CLS related receipt
- Identify potential issues in advance, source a solution and implement change
- To identify system faults, suggest enhancements and work to implement improvements
- UAT Project Work and Client testing UAT planning and execution
- Drafting vanilla OTC Derivative trade confirmations
- Issuing other critical client notifications such as corporate action events
- Liaising with our internal partners to ensure the firm's regulatory obligations are met
- Miscellaneous adhoc strategic initiatives including project work and metric creation / reporting
- Develop and enhance reporting on project book of work, including working with the global lead to produce metrics to present progress on both items delivered and work outstanding
- Develop capacity planning across the four global sites to plan future work

## Qualifications for operations derivatives

- Proven skills on process improvements identification and implementation
- A strong team player who is able to work efficiently & effectively under pressure and to tight time scales
- 2+ years in the physical commodity industry, preferably in a physical documentation role, but not required

- Knowledge of commodity ISDA is preferred
- Knowledge of Physical commodity documentation will be an added advantage