



Example of Operations Product Specialist Job Description

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Our growing company is searching for experienced candidates for the position of operations product specialist. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for operations product specialist

- Execute strategic directives of business unit
- Lead / participate in Ad hoc initiatives at Management's request
- Develops a network of, and works with Product Champions, Ops Strike Teams, Regional Leads and other key stakeholders to ensure that meaningful projects are being tackled, and teams have the direction and support needed to execute and deliver value to the business
- He/she keeps the company informed about the Program's product updates and developments that are most relevant to them through email, calls, Teamdot or other updates
- Ensures launch announcements for the Program team are conveyed, and works with relevant stakeholders to make sure that this information is directed to those who need it
- Film pricing administration to reflect the quarterly price changes driven by silver price fluctuation
- Ensure timely confirmations and settlement of cash trade
- Develop and provide excellent client service
- Handles long-term SAAS vendors
- Provide operational support between the Product Managers and OSSA's operational functions (Production, Commercial Operations, Production Engineering, Documentation Control, and Regulatory) as needed to provide timely processing of administrative tasks (part data, price data, kitting

Qualifications for operations product specialist

- Seasoned multi-disciplinary expert with extensive technical and business knowledge and functional expertise that has been developed over 10 -15+ years and/or equivalent experience
- Demonstrated success in providing tax-related support for pooled products
Experience with Collective Investment Funds and/or other pooled funds strongly preferred
- Accuracy and attention to detail and effective deadline management
- Industry knowledge of tax best practices across fund complexes
- Ability to research tax code and double treaty agreements
- Seasoned communicator experienced in the diverse cultures of a global company including