



# Example of Operations VP Job Description

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Our growing company is looking for an operations VP. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for operations VP

- Responsible for ensuring that the remediation activities under direct remit are sufficiently planned, and resourced with team(s) of the required capacity and capability
- Closely partner with Business groups to ensure activities are appropriately planned and the right levels of engagement and participation is there to ensure progress on all initiatives
- Coordinate with other change stream leads in APAC to highlight demand originating out of HK and partner with them to resolve issues or facilitate clarifications involving stakeholders in HK on initiatives led by them
- Be the key point of contact between Augmented Remediation Teams (externally/offshore) and various groups within DB to drive appropriate, time bound execution of remediation in a collaborative manner
- Track Remediation exercise cases from initiation to completion and report status, and ensure delivery of outcomes on Remediation projects in line with Business expectations
- Closely monitor status and key risks/issues on projects under direct management and work on detailed issue resolution as needed
- Responsible for providing consolidated reporting on all C&DS change initiatives on a regular basis into HK stakeholders/colleagues within and outside C&DS
- Ensure full clarity of R&R across individual teams is established and documented explicitly as part of operational execution of any regulatory or remediation efforts being directly managed
- Establish strong partnership and collaborative relationships with global and

- Ensure there is appropriate and sustainable transition from project activity to ongoing BAU mode in RTB with appropriate controls as part of the initiatives being completed

### **Qualifications for operations VP**

- Must possess analytical skills needed to sufficiently stress test any IT initiatives with regard to enhancing our Managed Product automated systems
- The Candidate should have a minimum of 10years experience in a similar environment including at least 5-7 years in a management capacity
- Sound procedural, technical and product knowledge of the Transfer Agency business is required
- A qualified CA/ICWA/MBA
- Personal Impact - ability to set direction and lead a large Programme
- People and Capability management along with mentoring of key talent