

## JOB DESCRIPTION

<b>Title of position</b>	Middle Office- Customer Support / Operation
<b>Department</b>	Market Intelligence, Global Marketing Operations
<b>Location</b>	Bangalore

### Main responsibilities and duties of the role

- A contact for sales and clients on day-to-day inquiry on operation related for customers in Japan
- Enrich trade booking, Pre-matching, send pre-confirmation
- Liaison between our head office in Paris and clients in Japan (ISDA confirmation, OTC derivative agreement, coupon/redemption payment etc)
- Collateral management
- Brokerage fee control
- Control life cycle event and support Paris Ops for clients in Japan
- Discuss and come up with proposal to support and control new business plan
- Trade volume related Regulatory reporting creation and submission
- UAT for system enhancement, projects

### Technical skill requirements

Products: JGB, Foreign bonds repo, Japanese Equity stock and lending, Both domestic / foreign Bond lending, OTC derivative, Structured note, Listed Derivative

### Job Qualification (education, years of experience and other soft skills)

- Both English (Business Level) and Japanese (Native)/speaking/writing/reading
- Self-motivated, taking ownership
- Detail oriented
- Problem resolving
- Clear communication
- Negotiation
- Team player
- More than 2 years of experience at security firm