Operations Officer Back Office

54720 Lexy · Plus de 10 ans d'expérience · Réf. 2503071600

Ma recherche

Contrat recherché : Tout contrat
Zone : Grand-Est
Mobilité : sur toute la région
Rémunération : a étudier
Secteur : Batiment

Formations

12/1993 — Bac
BAC Gestion des Entreprises
Bac +2 — ECG, Ecole de Commerce et de Gestion Luxembourg
1ère année de BTS Gestion

Expériences professionnelles

09/2022 - 02/2024 — Operations Officer Back Office

Incoming / Outgoing SWIFT Transfers, Validation of Client orders, Share Transaction Processing (In/Out/Transfers), Dividend & Corporate Action Processing.

09/2006 - 01/2022 — Senior Authorized Officer - Custody Department

Middle and Back Office operations (Cash Securities), Share Transaction Processing (In/Out/Transfers), Cash Securities instructions by SWIFT, Follow up of settlement of security transactions, Booking fees, invoices, dividends, transfers, derivatives transactions and bank reconciliation, Reporting and placing of subscription and redemption orders (Transfer Agency), Forex Execution.

09/2002 - 05/2006 — Education Assistant

Helping children with educational tasks, Assisting with daily educational lessons.

01/1999 - 01/2002 — Authorized Officer - Custody Department

Middle and Back Office operations (Cash Securities), Share Transaction Processing (In/Out/Transfers), Cash Securities instructions by SWIFT, Follow up of settlement of security transactions, Booking fees, invoices, dividends, transfers, derivatives transactions and bank reconciliation, Reporting and placing of subscription and redemption orders (Transfer Agency), Forex Execution, Roll overs, swaps, settlement, and collateral management.

Langues

Français (maternelle), Anglais (courant)

Atouts

Microsoft Office, SWIFT Alliance (Lite 2 & Tracker), Olympic, AS400 (SAB/SAMIC)

Loisirs

Travelling, Hiking, Cinema & Films

Fiche anonyme — l'identité et les coordonnées du candidat sont communiquées aux recruteurs qui en font la demande sur pmebtp.com.