

At Everbright Securities International, we serve with professionalism and integrity. More than a claim, this describes the way we do business. As a leading financial services institution and an international business platform of Everbright Securities Company Limited (SSE: 601788, HKEX: 6178), Everbright Securities International offers a full-fledged financial platform that provides excellent world-class financial products and superior solutions for our clients. With a solid foundation and history of excellence since 1969, we operate five key businesses, Wealth Management, Corporate Finance & Capital Markets, Institutional Business, Asset Management, and Investment & Financing, serving individual, corporate and institutional clients in Hong Kong, Macau, Mainland China and the U.K.

Our all rounded product and service suite, and our solid track record of delivering a steady return on equity while being committed to staff development, present enormous prospects for talents.

Now an exciting opportunity has arisen for a high-calibre professional to join our dynamic team for a rewarding career:

## Associate, Derivatives Operations (Settlement)

Ref: ASSODO/OPD/IN

### Responsibilities

- Prepare and check internal vouchers, trade confirmations, settlement & payment instructions for listed derivatives (Futures, Options)
- Handle pre-matching of settlement instructions
- Ensure all trading processing (including Futures & Options settlement via DCASS terminal) are completed correctly and properly
- Liaise with internal and external counterparts (Exchanges, brokers etc.) on booking, position and settlement issues
- Handle inquiries from external and internal clients and take appropriate follow up actions
- Conduct user acceptance test for system enhancement
- Perform ad-hoc duties as assigned by supervisor

### Requirements

- Higher Diploma or above
- 3 years or above settlement experience in financial industry
- Solid experience in DCASS operations preferred
- Self-disciplined and able to work independently
- Good command of both written and spoken English and Chinese. Fluency in Putonghua will be an advantage
- Proficiency in MS Office and Chinese Word Processing

Candidate with more experience will be considered for the position of **Senior Associate**

We offer a competitive remuneration package to the right candidate. If you are interested in the post, please send your resume together with your **present and expected salaries** through online application by clicking the "QUICK APPLY" button.

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*We are an equal opportunity employer and welcome applications from all qualified candidates. All applications will be treated in the strictest confidence. Personal data provided will be used for recruitment purposes only. The job applicant will assume all or any risks arising out of or in connection with the job application transmission process prior to our actual receipt of the same including but not limited to accidental or unauthorized loss or disclosure of personal information, to which we will not be responsible in any way.*

*Under the Personal Data (Privacy) Ordinance, you may request access to, and / or correction of your personal data in relation to your application. If you wish to do so, please email to [hr@ebshk.com](mailto:hr@ebshk.com).*