

Operations & Risk Management

Assistant Vice President

Responsibilities:

1. Assist in the execution of strategic operations projects from Group level
2. Perform daily/routine operations tasks liaising with Investor Services, Exchange Platform and Portfolio Management teams to optimize workflow and key outcomes
3. Work with Research and Development team as key Hong Kong system user to drive the implementation and upgrade of Operations Platform Intelligence System

Skills, Qualifications and Experiences:

1. 5-8 years working full time in PRC-HK asset management landscape, including min. 3 years in-house operations experience with financial institutions, hedge funds or securities, asset management firms with main focus on internal control and workflow digitalization/optimization and risk management; business data processing/analysis experience will be an advantage
2. Must have excellent command of Mandarin and English, Cantonese will be an advantage
3. Resourceful, quick to identify core issues in complex situations and able to contribute to sensible solutions
4. Very good at project management, detail-mindful and willing to grow with a startup business

Location – Hong Kong