



## Market Operations Manager

**Cleartrade Exchange Pte Ltd (CLTX) is a regulated futures market based in Singapore and part of Deutsche Borse group. We provide an electronic trading marketplace and wish to recruit Market Operations personnel who likes the challenge of working in a young company to join us.**

The successful candidate will be responsible for managing the market operations team and ensuring the smooth running of the exchange for all users. Within this role your responsibilities will include:

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- Designing and implementing market surveillance processes
- Producing regular reports of exchange activity
- Implementing static data policy and maintaining the exchange's static data
- Designing and implementing market support processes
- Implementing and performing client sign-up, KYC and account opening procedures
- Implementing robust trade processing capability and handling discrepancies and disputes
- Assisting market participants with queries and providing client support
- Managing projects and process improvements

Successful candidates for the role must demonstrate:

- Minimum 3 to 5 years of working experience
- Prior experience working in an exchange or independent software vendor preferred
- Willingness to work flexible hours and shifts is a must
- High level of motivation with excellent attention to detail and a commitment to producing high quality work under pressure
- Good oral and written communication skills and the ability to communicate effectively with peers, management and clients
- Ability to think out of the box and approach tasks with a holistic approach
- Ability to contribute to business development through strategy and tactical input
- Strong IT literacy, preferably familiarity with electronic trading venues and common office software packages

Interested parties should respond with a copy of their CV with a covering letter to [careers@cltx.com](mailto:careers@cltx.com). Applicants should also state their current salary and notice period.

Note: Only shortlisted candidates will be notified.