

JD – Surveillance Manager

Role Description

This is a full-time on-site role for a Surveillance Manager located in Kolkata. The Surveillance Officer will be responsible for monitoring and identifying potential risks and violations of Equity market regulations. The Officer will also be responsible for reporting findings and assisting with investigations.

Candidates from Kolkata will only be considered.
5 years of experience in similar role is a must.

Job Description -

Client Mapping with ODIN (Trading Software)
Margin/Limit Setting of Clients
Starts Risk Management Software
Dealing in various segments
Inform BAN securities to clients
Inform Trade & position to Branch (If any) at Day end
Back-up of Daily Equity trade & Orders for compliance purpose
ASM/GSM securities Block in Terminal
Blocking of 5 Days violation Clients in Equity Terminal
Margin files uploading in 'Protector'
Online Margin Short reporting to RM/Dealer in Cash Segment before Market End
Online Margin Short reporting to RM/Dealer in F&O Segment before Market End
Back up of NEAT & ODIN
Upload 5 days/10 days debit file to RMS
Trade Modification
Reporting of Aleart generated by BSE
Reporting of continuous Client debit of Cash segment to Management
Reporting of continuous Client debit of F&O segment to Management
Call / Mail to dealer for Debit clear of Clients
Client Margin review during Market hour
Client Margin addition

Qualifications

Atleast 5 years of Equity Experience in a similar role is a must.
Strong Analytical and Supervisory Skills
Effective Communication and Report Writing skills
Experience in Trading and Market Regulations
Attention to detail and ability to work efficiently under tight deadlines
Bachelor's degree in Finance, Business, or a related field
Certification(s) in Securities or Risk Management is a plus

Job Type: Full-time