



Financial Services

Current Vacancies

Capital Group

Accountant/ Assistant Accountant
Assistant Manager, Settlement
Manager, Compliance
Officer/ Senior Officer, Settlement
Sales – Mortgage and Unsecured Loan

Financial Services Group

Assistant Manager – System Development
Sales Executive
Senior Software Engineer

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Accountant/ Assistant Accountant

Responsibilities:

- Perform daily accounting functions including accounts receivable, accounts payable, etc.
- Assist in preparing various management and analysis reports
- Handle month-end / year end closing independently, including the preparation and review of analysis schedules, balance sheet schedules, financial statements, reconciliation statements
- Assist in other general accounting duties when required
- Assist in ad-hoc projects as assigned

Requirements:

- Higher Diploma or above in Accounting or related discipline
- At least 3 years' relevant accounting experience. Experience in sizable organization / financial industry is an advantage
- Proficient in MS Office Applications, MS Excel with knowledge in FlexSystem
- Self-motivated, independent, able to work under pressure and meet tight deadlines
- Excellent interpersonal and communication skills
- Good command in both spoken and written English and Chinese. Mandarin is an advantage





Assistant Manager, Settlement

Responsibilities:

- Supervise daily settlement operations including HK & Overseas Securities Market, OTC Bond, Corporate Action, Futures & Options and Stock Options
- Perform and ensure the accuracy of the stock reconciliations
- Monitor IPO Application Process and IPO Margin Financing
- Monitor the operational activities in respect to the requirements of SFC, HKEx
- Participate system enhancement, UAT testing, project development, process streamlining and control initiatives
- Maintain close working partnership with internal and external stakeholders to enhance operation efficiency and effectiveness
- Ensure daily activities in full compliance with Companies, rules and regulations

Requirements:

- Bachelor Degree in Finance, Business Administration or other related disciplines
- 5 years' or above relevant experience in brokerage firms, Banking or financial industry
- Solid experience in CCASS, DCASS, China Connect, Corporate Action and Nominee Service
- Strong understanding of the Settlement duties in HK and US Stock Market, Stock Options, HK & Global Futures and Options
- Experience in OTC Bond, SBL, ELN and Structure Product is advantage
- Familiar with rules and regulations, CCASS, DCASS operations
- Team player, mature, detail-oriented, independent and good communications skills





Manager, Compliance

Responsibilities:

- Responsible for developing and enhancing compliance control policies, procedures, programs and monitoring their effective implementation
- Review and monitor compliance review examination
- Assist in securities and brokerage business with maintaining and updating written policies and operational procedures to reflect changes in the relevant AML and other applicable laws
- Liaise with regulators and assist in handling enquiries, complaints and licensing work
- Work with the firm's New Accounts and Surveillance teams to calibrate and implement customer due diligence procedures, processes and policies
- Help maintain and update the AML and KYC compliance training programs and conduct compliance-related training as and when necessary
- Assist in developing and implementing remedial action plans in response to internal and external audit findings

Requirements:

- Bachelor's Degree in Legal, Finance, Accounting or related disciplines with 5 years' relevant experience gained in Brokerage firm, banking and finance industry
- Familiar with SFO and HKEX rules
- Have strong sense of responsibility, detail-minded and able to work independently
- Good communication skills for collaborative work with inter-departmental and external parties;
- Good command of written and spoken English and Chinese
- Proficiency in MS Office application





Officer/ Senior Officer, Settlement

Responsibilities:

- Handle daily settlement and clearing operation including HK & Overseas Securities Market
- Handle all settlement process related to IPO subscription and allotment
- Perform Trading Booking and fund in and out
- Process corporate action and corporate event in a timely manner
- Perform and ensure the accuracy of the stock reconciliation
- Participate system enhancement, UAT testing, project development

Requirements:

- Bachelor Degree or above in Finance, Business Administration or other related disciplines
- 3 years or above relevant experience in brokerage firms, Banking or financial industry
- Good knowledge in CCASS operation
- Familiar with DCASS is preferable
- Attention to detail and accuracy
- Able to work independently and meet tight deadlines
- Good PC knowledge including MS Word & Excel





Sales – Mortgage and Unsecured Loan

Responsibilities

- Promote mortgage and unsecured loan service to new and existing customers
- Achieve individual and team targets on mortgage lending
- Drive mortgage and unsecured loan business and generate revenue through sales activities
- Provide quality customer services on all mortgage-related matters in professional manner

Requirements

- Diploma or above. Degree holder is preferred
- 2-3 years of relevant experience in Finance, Banking with focus on mortgage loan business
- Licenses in IIQE and Estate Agents are highly preferred
- With strong client network would be an advantage
- Strong communication, presentation and interpersonal skill
- Good command of spoken and written English and Chinese, including Mandarin





Assistant Manager – System Development

Responsibilities

- Manage digital product development team
- Develop project plan and define project scope, schedule and budget
- Work closely with the internal and external resources, different stakeholders to ensure the deliverable within timeline, scope and budget
- Examine operational feasibility by performing analysis, problem definition, solution development, and propose solutions
- Manage vendors/development team on system implementation with quality deliverables
- Ensure in developing standardized architecture for new business and application system
- Proactively seek for opportunities and evaluate new technology to match on-going business development

Requirements

- University degree or above in Computer Science, Information Technology or related disciplines
- Minimum 8 years of experience in application development with more than 2 years in supervisory level (financial institutions is a plus)
- Hands on experience in Node.js/React/React Native/Java/.Net framework/MSSQL or MySQL database
- Relevant experience in Financial Trading / Data Warehouse / Accounting / Reporting / Payment Gateway system or business flow is an added advantage
- Experience in API gateway, RESTful API, AWS, Web and Mobile application development experience is a plus
- AWS Certification, Certified PMP will be an advantage
- Strong vendor & stakeholder management, flexible and ability to learn and challenge
- Excellent communication skills in English and Cantonese, Mandarin is a plus





Sales Executive

Responsibilities

- Act as an ambassador to represent the company to promote and sell fin-tech products to potential customers
- To achieve or exceed assigned sales target and KPI
- Perform account opening according to internal guidelines and regulations, provide professional customer service for any enquiries
- Handle any ad-hoc projects as assigned

Requirements

- At least 2 years working experience in relationship management and client services
- SFC type 3 license holder is highly preferred
- Cheerful, detailed customer services mindset
- Excellent presentation, communication, and interpersonal communication skills
- Strong self-motivation, independent and willing to learn
- Good command of spoken Cantonese and Mandarin

Candidate with more experience will be considered as Senior Sales Executive





Senior Software Engineer

Responsibilities

- Participate in digital transformation project for front office/back office area
- Collect and document business requirement, analyze and develop software solutions according to software development lifecycle
- Examine operational feasibility by performing analysis, problem definition, solution development, and propose solutions
- Communicate with users, development team and/or vendors for system implementation and enhancements
- Examine, review and refine software quality
- Assist in developing standardized architecture for new business and application system
- Identify opportunities and evaluate new technology to match on-going business development

Requirements

- University degree or above in Computer Science, Information Technology or related disciplines
- Minimum 5 years of relevant experience
- Hands on experience in Node.js/React/React Native/Java/.Net framework/MSSQL or MySQL database
- Relevant experience in Financial Trading / Data Warehouse / Accounting / Reporting / Payment Gateway / KYC / AML system or business flow is an added advantage
- Experience in API gateway, RESTful API, AWS, Salesforce, Web and Mobile application development experience is a plus
- Self-motivated, independent, diligent and able to work under pressure

