



信達國際控股有限公司
CINDA INTERNATIONAL HOLDINGS LIMITED

(SEHK Stock Code : 111)

We are a fast growing listed financial group offering a comprehensive range of financial services covering corporate finance, securities trading, commodity and futures trading, fixed income, assets management and wealth management. To cope with business expansion, we invite high-calibre candidates to join us for the following position:

Senior Officer / Officer – Settlement Department

Responsibilities:

- Perform daily operations of equity settlement, stock option and system day end processing
- Handle equity corporate actions and entitlement distributions
- Handle fund / securities deposit or withdrawal
- Prepare settlement reports and daily/monthly statement
- Handle ad-hoc projects assigned by supervisor
- Handle daily reconciliation
- Liaise with front office and/or external parties to resolve operation issues

Requirements:

- Degree in Finance, Business Administration or related disciplines
- 3 years relevant experience in equity settlement operations
- Familiar with CCASS operation
- Proficient in MS office application, including Chinese word processing
- Willing to work overtime and on public holiday, able to work under pressure
- Good command of written and spoken English and Chinese (including Putonghua)

Interested parties please send your full resume stating your present & expected salary to HR Dept, quoting the reference number via e-mail to hr.recruit@cinda.com.hk or fax to 2907 6012 or mail to HR Dept, 45/F, COSCO Tower, 183 Queen's Road Central, HK.

www.cinda.com.hk

(All personal data will be used for recruitment purpose only)

