

### **Know a thing or two about Settlements? Get in touch.**

The purpose of the Supervisor, Settlements and Purchase & Sales (P&S) is to plan and monitor the daily activities within the department while ensuring the highest service levels are achieved.

### ***What's it like working as the Supervisor, Settlements and P&S at Questrade?***

As the Supervisor, Settlements and P&S, you will oversee the P&S, options, regulation short (RegSho) and buy-in functions. You will review and oversee daily reports within operations and be an integral part of designing and implementing processes and procedures to improve the overall function of the organization. This will include opportunity identification, preparing proposals & project plans, defining business requirements, testing, creating implementation strategies, monitoring progress and securing consensus from users as well as senior management. As a leader, you will act as an escalation point for the team and independently resolve highly complex, multifaceted issues. You will ensure adherence to and effectiveness of day-to-day business controls to meet obligations with respect to operational and regulatory compliance risk. You will also focus on the coaching and growth of your team members and ensure they are aware of all strategic objectives. Last but not least, you will liaise with external vendors and ensure adherence to our high quality standards.

### ***So are YOU our next Supervisor, Settlements and P&S? You are if...***

- ✓ You have 3+ years of work experience in settlements or a combination of experience in settlements and a strongly related field
- ✓ You have experience with P&S in the Canadian and US markets
- ✓ You have experience working with systems such as ARROW, CDSX, DTCC or similar
- ✓ You have clearly demonstrated leadership abilities
- ✓ You have a client-first attitude and deliver with your excellent communication skills and positive demeanor
- ✓ You are curious, always looking to improve and go beyond the call of duty when needed

### ***Brownie points if you have...***

- ✓ Experience working with Broadridge (BPS)
- ✓ Knowledge of Euroclear systems

### ***Sounds like you? Click below to apply!***

*Questrade is committed to providing reasonable accommodation for people with disabilities. If you require an accommodation, we will work with you to meet your needs in all stages of the hiring process.*