
Regulatory reporting & Reconciliation Officer- May 2023

Function: Regulatory reporting & Reconciliation Officer

Team: Middle Office

Reports to: Head of Middle Office

Location: H2O AM Europe in Paris / H2O AM Monaco SAM

Role purpose:

The H2O Middle office is responsible for ensuring the successful completion of front-to-back trade processing, settlement, reconciliation, trade delivery to third parties as well as collateral management. The team also has responsibility for various reporting and regulatory requirements, and a strong focus on system & process development to meet the growing needs of the firm & its clients.

Within the team this role focuses on the regulatory reporting side of the business. You will be responsible for the reporting of listed and OTC Derivatives to the global trade repository and for reconciling reporting data to make sure H2O meets its regulatory requirements from ESMA, FCA and ASIC.

Main accountabilities

- Regulatory reporting
 - ✓ Controlling regulatory ETD/OTC reporting performed internally or by Third parties to EMIR-ESMA, EMIR-FCA and to Australian Securities & Investment Commission (ASIC)
 - ✓ Reconciling bilateral positions with counterparties for EMIR (Trioptima)
 - ✓ Investigating reporting/reconciliation discrepancies and liaise with third party and Counterparties until resolution
 - ✓ Delivering ad-hoc queries from Clients or Auditors around regulatory reporting
 - ✓ Incorporating new regulations and changes to existing regulations
 - Reconciliations & client reporting:
 - ✓ Monitoring cash reconciliation performed by the team to identify CSDR penalties & overdrafts costs to issue the corresponding claims to the counterparties
 - ✓ Producing daily/weekly/monthly client operational reports
 - ✓ Performing back up for the reconciliation activity when necessary
 - Maintenance and enhancement of processes:
 - ✓ Documenting day to day and escalation processes
 - ✓ Improving efficiency and automation in reporting and reconciliation processes
 - ✓ Reporting to management on day-to-day activity
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Role requirements

- Working knowledge of regulatory reporting requirements for EMIR/ASIC jurisdictions.
 - Experience of working within financial institutions including asset management firms.
 - Advanced proficiency in using Microsoft Excel.
 - A team player.
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