

Custody Services Department

Manager to Senior Manager, Custody Operation (Ref. No: CUD-1312)

Job Responsibilities:

- Manage a team with corporate action function
- Retrieve corporate action announcements from CCASS terminal or MT564 from other sub-custodians.
- Create a corporate action event in our custody system when we have holding entitled for the distribution.
- Release notification of corporate action or proxy voting to entitled clients.
- Execute client instructions for voluntary events and follow up for any missing instructions.
- Reconcile and distribute the entitlement received from CCASS or other sub-custodians to client custody or cash accounts
- Respond to client enquiries on corporate action processing

Job Requirements:

- Post-secondary education with degree in business/economics/finance is preferable
- Client services experience in custody operations and Hong Kong equities corporate action processing experience and relevant knowledge is a must
- Familiar with all types of corporate action of global securities
- Understanding the corporate action practice of CMU, Bond Connect, Stock Connect, Euroclear and Clearstream is preferable
- Good command of written & spoken English and Chinese
- Pleasant personality with good interpersonal skills with good verbal and written communication skills

To apply, please submit your resume to hrd@icbcasia.com.

All information provided by applicants will be used only for recruitment purposes and will be used strictly in accordance with the Bank's Privacy Policy Statements and Circulars, which are available on our website.