

# DAR ES SALAAM STOCK EXCHANGE PLC



## EXCITING CAREER OPPORTUNITY

The Dar es Salaam Stock Exchange PLC (DSE) was established in 1996 as a company limited by guarantee without share capital. In June 2015, it changed to a public company limited by shares and in July 2016 it was self-listed.

The principal activity of the DSE is, among others, to provide a platform for trading of listed securities and facilitate companies to raise capital via issuance of shares and bonds.

To enhance its operational efficiency, DSE is looking for an ambitious, highly motivated candidate with integrity and experience to fill the position of **Trading and Market Operations Officer** and thus, inviting applications from suitable qualified candidates. Further details of the position are highlighted below.

### Job Purpose:

The Trading & Market Operations Officer will be mainly be responsible for surveillance of investment activities including automated monitoring of transactions and communications.

### Required Academic Qualifications, Experience, Skills & Competencies:

- Holder of Degree in Economics, Accounting, or its equivalent from a recognized institution.
- Must be Certified Securities Markets Certification Program recognized by Regulator.
- Minimum of two years working experience,
- Experience in any of the following areas: econometrics, statistical analysis, market performance monitoring, business of stock exchange, regulatory and policy analysis
- Stock Exchange Systems and Process Knowledge, Economic Understanding, Business Accounting.
- Ability to demonstrate Technical Leadership
- Ability to independently undertake the development, implementation, & on-going management of stakeholders' processes & procedures
- Familiar with Microsoft office package
- Strong written and verbal communication skills
- Commitment to results
- Excellent spoken and written English and Kiswahili language
- Internal and external contacts with stakeholders on routine and operational issues

### Key Duties:

- First point of contact for the resolution and escalation of market incidents in real time.
- Monitor market participant compliance with the trading rules, continuous disclosure obligations and procedures.
- Engage and service a diverse range of stakeholders such as brokers, custodians, system vendors, compliance officers, auditors, and regulators.
- Perform real time market monitoring by coding alerts accurately within set timeframes and prescribed trading rules.
- Manage stakeholder queries ensuring alignment with the trading rules, policies, and regulations.
- Maintain operational documentation, perform statistical analysis, and organize data for reporting to management, regulators, and internal/external audit.
- Work collaboratively with internal teams on continuous disclosure issues.

- Identify and implement process improvement to reduce operational risk, enhance the customer experience and develop technical change.
- Identify, support, and participate in knowledge management activities and subject matter expertise development.
- Investigate, reconcile, and resolve confirmation mismatches.
- Participating in UAT system testing of new applications.
- Performs any other duties as may be assigned by Supervisor.

**Remuneration**

Competitive remuneration package will be offered.

**Mode of Application**

The vacancy is also available under “Career” at DSE’s website: [www.dse.co.tz](http://www.dse.co.tz)

- Only online applications will be accepted via DSE’s website: [www.dse.co.tz](http://www.dse.co.tz)
- Applicants MUST register on the Job Portal and apply for the job providing all the required information. Failure to do so, will result in an incomplete application.

The deadline for submitting the application is 28<sup>th</sup> July, 2023