



## PR/096767 | Operations Manager

### Job Information

**Recruiter**

JAC Recruitment Singapore

**Job ID**

1584283

**Industry**

Bank, Trust Bank

**Job Type**

Permanent Full-time

**Location**

Singapore

**Salary**

Negotiable, based on experience

**Refreshed**

March 31st, 2026 10:15

### General Requirements

**Minimum Experience Level**

Over 10 years

**Career Level**

Mid Career

**Minimum English Level**

Native

**Minimum Japanese Level**

None

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

Manager, Operations

Department: Loan Operations

Reporting to: Chief Manager, Operations Group

#### About the Role

We are looking for an experienced Operations Manager to oversee daily operations across treasury products, loans, settlements, and payment processes. You will ensure accuracy, compliance, and smooth end-to-end execution while supporting system enhancements and new product launches.

#### Key Responsibilities

- Perform maker/checker duties for SWIFT messages and manage SWIFT system operations.
- Execute daily operations tasks, ensuring adherence to SOPs and SLAs.
- Validate and reconcile traded products with source documents and clearer statements.
- Process settlements for loans, treasury trades, and securities transactions.

- Monitor payment timelines, track receipts, and resolve settlement issues.
- Maintain accurate data entry of trade details, schedules, and cashflows.
- Collaborate with banks, clearing houses, custodians, and internal teams to resolve exceptions.
- Support system enhancements, new product rollouts, and process improvements.
- Assist business units with ad-hoc tasks and projects related to listed derivatives.

#### Requirements

- Degree in Finance, Business, or related field.
- Minimum 10 years of banking experience in treasury products or wholesale/corporate loans.
- Strong knowledge of FX/MM, Bonds, Derivatives, and fund/structured/corporate finance.
- Proficiency with SWIFT and banking market systems; advanced Excel skills.
- Detail-oriented, able to multi-task, and comfortable in fast-paced environments.
- Strong communication skills and ability to work with cross-functional stakeholders.
- Proactive, solution-driven, and able to manage tasks independently.

#LI-JACSG

#countrysingapore

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#### Company Description