

Securities Operations Specialist | FinTech Environment

Job Information

Recruiter
JAC International Co., Ltd.

Hiring Company
Global FinTech Firm

Job ID
1619578

Industry
Other

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
Negotiable, based on experience

Refreshed
October 29th, 2026 17:13

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Business Level

Minimum Education Level
Bachelor's Degree

Visa Status
Permission to work in Japan required

Job Description

This opportunity is well suited to a securities operations professional who wants broader ownership than is often available in highly structured environments. Rather than focusing on a single aspect of operations, this role provides exposure across settlements, reconciliations, reporting, controls, process improvement, and business initiatives.

The successful candidate will play a visible role in maintaining operational excellence while also contributing to workflow enhancements, risk management, and new business initiatives. It offers the chance to make a meaningful contribution within a growing and evolving operational environment.

Responsibilities:
- Oversee daily securities settlement activities and ensure accurate processing of trade transactions.
- Monitor trade matching, investigate exceptions, and resolve failed trades.
- Manage funding requirements to support settlement obligations.
- Process settlement events and corporate actions within established deadlines.
- Prepare and review regulatory and external operational reporting.
- Perform cash, position, and order reconciliations across a range of products.

- Maintain effective operational controls and identify opportunities for process enhancement.
- Investigate and resolve operational issues, inquiries, and escalations.
- Partner with global stakeholders on workflow improvements and operational initiatives.
- Support projects related to new products, platform enhancements, and business growth initiatives.

Why You Should Consider This Opportunity:
- Opportunity to develop expertise across the full operational lifecycle rather than focusing on a single function.
- Exposure to both day-to-day operations and strategic improvement initiatives.
- Ability to contribute ideas, challenge existing processes, and help shape operational workflows.
- Visibility across multiple areas of the business through collaboration with international stakeholders.
- Suitable for ambitious junior-to-mid-level professionals seeking greater ownership, broader responsibilities, and the opportunity to establish themselves as a key contributor.
- Particularly attractive to candidates who feel constrained by highly layered organisations and are looking for an environment where initiative and accountability can have a direct impact.

Employee Benefits:
Social insurance and statutory benefits in accordance with Japanese law. Additional benefits are available and can be discussed during the recruitment process.

Required Skills

Essential:
- Bachelor's degree or equivalent experience within equities and/or derivatives operations.
- Experience in securities settlement operations within a brokerage, custodian bank, clearing house, or similar financial institution.
- Knowledge of equities and/or derivatives products.
- Business-level Japanese language skills.
- Business-level English language skills.
- Proficiency in Microsoft Office applications.
- Strong attention to detail and commitment to operational accuracy.
- Ability to prioritise effectively and manage multiple responsibilities.

Preferred:
- Experience driving operational improvements or workflow optimisation initiatives.
- Understanding of front-to-back trade lifecycle processes.
- Experience with reconciliations, cash management, settlement operations, payment processing, and regulatory reporting.

Don't meet every requirement?
Feel free to apply, as we also support opportunities beyond those advertised on our website.

Company Description

新たに日本マーケットに参入される外資系企業や、日本でさらなるビジネス拡大をお考えの外資系企業のお客様に、私たちは最適な採用サポートを提供いたします。1975年に英国初の日系人材紹介会社としてロンドンで創業し、その後シンガポール、日本、マレーシア、インドネシア、タイ、中国の7カ国（また2011 年には香港・韓国にも拠点を新設予定）でグローバル人材紹介会社として事業を拡大してきたジェイ エイ シーは、そのバックグラウンドから、海外文化への深い理解を持ち合わせています。グローバルに事業を展開する日系人材紹介会社のリーディングカンパニーとして、私たちは他に類のない人材ネットワークから、日本人の優秀なバイリンガル人 材や外国人のプロフェッショナル人材をご提供することが可能です。幅広い業種、職種においてのエキスパートである当社のネイティブあるいはバイリンガルコ ンサルタントが皆様のパートナーとなり、適材適所で人材のご紹介をいたします。ジェイ エイ シーが築いてきた特有の歴史、文化、そしてグローバルマーケットでの強みを揺ぎない核として、日本マーケットで躍動する外資系企業のお客様のニーズにさら に的確にお答えするために、ジェイ エイ シー インターナショナルは誕生しました。私たちはアジアやヨーロッパのJAC Recruitment Group海外各社と緊密に連携を取り、お客様の真のニーズを把握した上で、最適なキャンディデイトをご紹介いたします。

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We provide specialized proactive recruitment support tomultinational clients who are setting up new operations or areexpanding existing business and seeking further growth in theJapanese market.As the first Japanese recruitment company to set up operations in theUK in 1975, understanding foreign cultures is second nature to us.With our extensive global network and historically leading position asrecruitment consultancy to Japanese corporations, we have access toan unrivaled pool of bilingual Japanese and foreign professionals.Our professional consultants are experts in a range of Industries andfunctions and all have extensive multicultural experience.Based on JAC’s unique history, culture and market strength, JACInternational was founded to provide dedicated support to ourmultinational corporate clients in Japan.

JAC International Co., Ltd. is a wholly owned subsidiary of JAC Recruitment. Co., Ltd.