

Position	IT Project Manager - Backoffice Application
Job Description / Responsibilities	<ul style="list-style-type: none"> ➤ Primary responsibility is Technical and functional support to manage Retail back-office. ➤ Develop, manage and oversee execution of all back-office products and platform development/enhancement. back-office related projects including approvals of BRDs, FSDs and other stakeholder approvals. ➤ Manage activities related to back-office application modifications and ensure adequate communication of product changes across departments including Business, legal, compliance and others. ➤ Manage overall relationship with internal stakeholders like various Business Heads, IT, Information Security, Risk, Compliance etc. for product development ➤ Deployment and management of Retail broking back-office ,Institutional Back-office and Dp backoffice . To manage Integration of back-office application with the external platforms like Mobile App and browser ➤ To support all channel of back-office application – web, exe, mobile app. ➤ To Manage testing activities for back-office related processes. ➤ To monitor backup and BCP related activities of back-office application. ➤ To manage to run back-office applications within the framework of Information security guidelines ➤ To manage Oracle /MS SQL database SQL queries and manage data base performance with the help of DBA. ➤ Work with control functions such as Legal, Compliance, Tax and Risk to carry out periodic review of products to ensure that they are offered within policies and regulations. ➤ To support Institutional back-office ➤ Additional Knowledge of non-equity products like MF ,IPO, Insurance , Loans, Bonds etc. will be added advantage. ➤ Any other work as may be assigned from time to time.

	<p><u>KEY RESPONSIBILITIES AND ACCOUNTABILITIES</u></p> <ul style="list-style-type: none"> ➤ To keep abreast with the regulatory changes. ➤ Responsible to ensure all activities are in adherence as per Compliance & Risk. ➤ Provide regular updates to the immediate superior as and when required.
Job specific skills	<p>Applicants should have –</p> <ul style="list-style-type: none"> ➤ Prior experience in similar role will be preferred. ➤ Experience with LD application by Apex Software will be added advantage. ➤ Excellent oral & written communication skills. ➤ Detailed knowledge of oracle, Ms SQL and latest technologies in broking. ➤ Should have sound understanding of capital markets. ➤ Should be a result-oriented, self-starter, proactive. ➤ Ability to work independently and also as part of a team
Educational Qualification	Graduate/ Post Graduate from recognized Universities, Advanced degree preferred.
Minimum Experience	5+ Years
CTC OFFERED	Compensation will not be limiting factor for the right candidate and will be discussed on a case by case basis.
Location of posting	Mumbai
How to apply	<p>Applications should be submitted on our email careers@bobcaps.in</p> <p>Please mention "Application for the post of IT Backoffice Application>" in the subject. Applications with any other subject will not be accepted.</p>
Website	www.bobcaps.in
Contact Person	Ms. Suchitra Bangera
Contact No.	022-61389300
Last Date for application by email	15 th August 2022