

Center for Career Placement & Alumni
Graduate Placement Services (GPS)

JOB VACANCY FORM[®]

IMPORTANT: The information presented in this document can be shared only internally at UAE University!

Job Reference No.: JV611

Company Name: **Abu Dhabi Securities Exchange**

Company Type: Semi-Government



Job Position/Title:	Financial Analyst	Academic Major:	Finance or Accounting
Salary Range:	31,800 + other benefits	Years of Experience:	Fresh Graduate or 3 years of experience
Job Location:	Abu Dhabi	Job Type:	Full-time
Nationality:	Only UAE Nationals	Gender:	Male
Job Description:	• Post on the web and simultaneously disseminate to ADX branches and departments, brokers, and media 1st quarter, 2nd quarter, 3rd quarter, Preliminary, and Annual Financial results when received. • Send formal letters as reminders to all listed companies about their obligations regarding disclosing the related period financial results. • Reviews financial statements from companies and performs analysis to evaluate eligibility of companies to be listed in the ADX, if requested by the head of department. This includes checking appropriateness of accounting policies, analysis of financial and operational performance including ratio, securities, valuation, and changes to net asset. • Monitors price movement of securities in coordination with MOS who alerts line manager in accordance with ADX rules and procedures on unusual activity of companies' securities and clarifies with related companies through formal letters. • Monitors the financial performance of listed companies on ADX. • Monitors the performance of listed companies by analysing their opening and closing positions within ADX when requested. • Reviews financial information submitted by listing companies to verify compliance with International Financial Reporting Standards (IFRS) and to recommend to line manager if any disclosure(s) is necessary. • Update companies classification in appropriate sector in accordance with international classification standards for companies listed in ADX. • Compiles financial information, especially relating to trading for stockholders of listed companies, in an accurate and timely manner in line with ADX policies and procedures. • Calculates financial ratios and various other financial analysis, as requested either by the head of department or by line manager. • Updating additional disclosures and Management and/or Board of Directors' Report for all companies listed in ADX, as requested either by the head of department or by the line manager.		
Minimum Qualifications:	• Bachelor Degree • Minimum GPA required is 3.00		
No. of Positions Required:	1		
Job Close Date:	Open Until Filled		

To Apply, UAEU Graduates/Alumni should send their CVs to:

job@adx.ae

JOB NAVIGATOR

Locating Your Career Path

