

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

JOB VACANCY FORM®

Job Reference No.: JV859

Company Name: Abu Dhabi Securities Exchange

Company Type: Semi-Government



Job Position/Title:	Surveillance Officer	Academic Major:	Business Administration - Commerce or Economics - Statistics - Finance
Salary Range:	40,000 AED	Years of Experience:	3-5 years of experience
Job Location:	Abu Dhabi	Job Type:	Full-time
Nationality:	Only UAE Nationals	Gender:	Male
Job Description:	• Monitor trading using the on-line ADX surveillance system. • Identify irregularities and possible misdemeanours such as insider trading, market manipulation and other rule breaches, via the analysis of normal trading patterns, market movement before the disclosure of price sensitive information and other ADX data. • Develop parameters for trading standards within the on-line ADX surveillance system to activate automatic alerts on factors including volume and price movements. • Ensure that all system parameters are set and adjusted as required, both on and off-line, so that trading and settlement run according to ADX rules and regulations. • Monitor the trading system to ensure that the market is operating smoothly and takes action if necessary to suspend a member, security or total market trading in the event of any disruption or suspected market manipulation, in accordance with ADX policies and procedures. • Coordinate the manual open/close of the ADX trading system, in line with agreed procedures, if required by line manager. • Report suspected trading irregularities to line manager, in accordance with ADX policies and procedures. • Analyse ADX data to supply accurate and timely management information on trading patterns, common misdemeanours and frequent transgressors. • Provide initial response to complaints and instigates suitable follow-up actions in lines with ADX rules and procedures. • Provide accurate and timely statistical data and reports to line managers on the numbers and types of complaints received on regular basis. • Compile records of all complaints received and the audit trail of actions taken to resolve them. • Receive reports on brokers' violations and process them based on the rules and regulations. • Keep and provides data on brokers' violations. • Provide daily/weekly surveillance reports.		
Minimum Qualifications:	Bachelor Degree		
No. of Positions Required:	1		
Job Close Date:	Open Until Filled		

هام: المعلومات الواردة في هذا النموذج هي فقط لطلبة وخريجي جامعة الإمارات العربية المتحدة ولا يحق نشرها أو تداولها خارج نطاق الجامعة
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To Apply, UAEU Graduates/Alumni should send their CVs to:

bsaigal@adx.ae

for further information please call on 026128931

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