

Manager – Treasury Operations

(Ref.: TREA/CKHH)

The **Group Treasury and Investment Department** is responsible for managing the investments and liaising on funding requirements as well as cash management within the CK Hutchison Group. We are looking for a corporate treasury professional to support the department head in various treasury operations duties including cash management, back office administration, foreign exchange execution, bank relationship and system administration.

Responsibilities:

- Monitor head office's short term liquidity, prepare various cash flow reports for submission to department head / management
- Handle deposits for head office and main subsidiaries
- Monitor and ensure all payments are in order and made on time with attention to time zone, different currencies settlement issues
- Handle various intergroup companies' funding requests and big settlement transactions
- Execute foreign exchange trades for head office and subsidiaries
- Maintain positive and respectful working relationship with relevant bankers
- Supervise and participate in the maintenance of various databases in group companies' bank deposits, payments and bank accounts as well as generation of control reports
- Handle ad hoc projects as assigned by supervisor

Requirements:

- Candidate should have 10-15 years' experience in middle office banking roles or corporate treasury function
- Some accounting experience or undergraduate degree in accounting/finance would be highly desirable
- Have knowledge in international remittance with sound experience and confidence in interacting with group companies and overseas banks/bankers
- Good numeric sense with reasonable knowledge in Microsoft Excel; and basic database knowledge would be an advantage (*as this role need to prepare multiple tab cash flow/control reports using Excel*)
- Able to multitask, work under pressure and meet tight deadlines
- Good command of written and spoken English and Chinese, and able to communicate well with banks and colleagues at different levels/locations
- Good team player and willing to take up additional duties

Salary and benefits will be commensurate with experience and competence. Please forward detailed resume with indication of expected salary quoting our reference to recruit@ckh.com.hk