



MYTILINEOS, a leading industrial company with a strong international presence in four Business Units Metallurgy, Power & Gas, Sustainable Engineering Solutions and International Renewables & Storage Development, is currently seeking to hire a **Treasury Operations Analyst** for its Risk Management Support Operations.

MYTILINEOS has a Group Treasury Division that consists of Asset & Liability and Risk Management functions. The Division, operating as a value and service center, provides services to all Business Units within the Group, co-ordinates access to both domestic and international financial markets and manages the financial risks relating to the Company's operations. Risk Management function is tasked with the proper management of a variety of market risks such as FX, Interest rates and Commodities. The function aims to secure the company's financial performance by hedging risks through a broad range of derivative products, traded with a number of foreign and domestic prominent market's members and exchanges. Support Operations is currently being enhanced to contribute to the function's continuous effort of developing right capabilities and staying ahead of challenges of a highly demanding market and a rapidly changing regulatory landscape.

### **Treasury Operations Analyst**

(Reference Code: TOA 0121)

#### **Main Responsibilities:**

- Monitors FX, IR and Commodities derivative transactions booking into Treasury's Management System
- Receives, reconciles, agrees, and supervises the timely execution of external counterparties' trade confirmations
- Reports internally any mismatches and conveys them to the external counterparties, in order to correct trade confirmations
- Performs necessary trades' settlement processing and reports relevant payment/receipt cash flows to Bank Accounts Management, Controlling and Accounting depts
- Performs the daily reconciliation and matching of external counterparties' cash collateral requirements, prepares and posts internally the relevant payment requests
- Contributes to EMIR Reporting and Portfolio Reconciliation's effective management by the function
- Collaborates with the internal Legal department for the effective and timely conclusion of KYC and relevant contractual arrangements (ISDA's, CSA's, ToB, MiFID, Clearing, etc.) with external counterparties
- Maintains and updates electronic and physical records of all the contractual agreements and regulatory documents associated with financial transactions
- Maintains auditable trade files of internal transactions, performs reconciliation, reports potential mismatches and finally agrees data with Commercial departments
- Supports the function in preparing various reports and presentations in relation to Treasury's Risk Management activities and financial markets' performance

#### **Requirements:**

- Bachelor's degree in Finance, Economics, or a related field
- Master' degree in Finance will be considered an advantage
- 3+ years' experience in a similar position in the banking, insurance, or other related sector
- Fluency in English is essential
- Excellent use of MS Office
- Experience in using Market Prices Vendors (Reuters and Bloomberg)
- Strong numerical skills and disciplinary thinking are essential
- Excellent communication and interpersonal skills
- Ability to work under pressure and tight deadlines

Interested parties are kindly requested to submit their curriculum vitae via the following link, no later than 17/01/2021:

<http://www.mytilneos.gr/en-us/cv/submission-form>