

Assistant Manager, Information Technology

Job Description:

- Assist in collecting user requirements from all stakeholders, including middle office, compliance, sales, marketing, finance and fund operation teams
- Effective communication with stakeholders of all levels in the different teams
- Document the input, operational activities and output of the various business units
- Analyze and review the current workflows; suggest areas for improvement and efficiency gains
- Analyze the organization and design of technical systems, business models, processes and strategic business needs
- Assist with integration and acceptance testing
- Provide support during and post implementation

Requirements:

- Degree in business administration, accounting, information technology or related discipline. Minimum 8 - 10 years' experience from the asset management industry, including middle to back office operation
- Excellent interpersonal and communication skills
- Strong stakeholder management
- Possess problem solving capabilities in resolving complex / technical issues in a creative, practical and commercial manner
- Strong time management, ensuring quality output whilst demonstrating excellent attention to detail
- Be inquisitive by nature with systems, and a strong level of interest in analyzing activities in asset management context
- Experience in back office system migration experience
- Adaptable and responsive to an ever evolving organization
- Technical hands-on experience with SQL language and programming (e.g. C#, Java, etc) is a plus but not essential
- Fluency in spoken and written English is essential
- Fluency in Chinese (Cantonese essential, Mandarin is a plus)

Interested candidates please send your full resume with current and expected salary in MS Word format at career@vp.com.hk. Personal data will be used for recruitment purpose only.

Only shortlisted candidates will be notified.