



## Chief Operations Officer - Job Description

EABX Public Limited Company (**EABX**) is a newly incorporated company whose purpose is to establish and operate an over-the-counter securities exchange. As a market organizer, EABX will serve the dual roles of a self-regulatory organization, providing frontline regulation of market conduct, and provision of a trading and trade reporting platform that will enhance transparency, safety, liquidity, and the deepening of the domestic debt market. EABX is sponsored by the Kenya Bankers Association (KBA) and the National Treasury, Kenya with technical support of FSD Africa.

EABX is looking to recruit an individual with experience in the financial and capital markets industry as Chief Operating Officer (COO). The successful candidate will be responsible for integrating the operational strategy, optimizing technology for operational excellence, containing business operating costs while enhancing overall client service and experience. With your experience and talents, you'll lead a team of high-performing professionals to be efficient, productive, and effective. You will have proficiency with the practices, policies, and procedures of our industry. You will have strong leadership skills and the ability to approach business from a creative point of view.

### Responsibilities

- Provide to the Board and management key technical and professional advice with regard to the design, development, and implementation of the company's I.T Strategy;
- Provide advice to Management and all users in all matters relating to IT, applications, system improvements, enhancements, or changes by remaining current with organization's technological requirements and new developments in the industry;
- Ensure, as a key financial market intermediary, the business meets PFMI – IOSCO standards, regularly ensuring the assessment and relevant disclosures are made to key stakeholders;
- Ensuring availability of fit-for-purpose technological solutions to industry needs so as to position the business as a key market utility;
- Provide end-user support for all aspects of computerized systems including monitoring performance of systems and auxiliary equipment, training of users; troubleshooting on basic problems related to hardware, software, and auxiliary equipment of stand-alone or networked systems, and working with contractors /suppliers to resolve the more complex technical problems;
- Oversee the technical and security aspects as regards information and data services, ensuring seamless partnerships with key data and information service vendors and users;
- Support the commercial and business development team for the business to meet annual business development targets in line with Corporate Strategy and product issuance pipeline;
- Ensure and promote market transparency (pre- and post-trade) by applying appropriate instruments using different transaction types and well-established trading mechanisms e.g., standardized transaction conventions and technical infrastructure for trading, clearing, and settlement facilities, business conduct rules, effective market surveillance and investor protection;
- Ensure ICT projects meet the set timelines and with set budgets;
- Set and take corrective action against significant deviations from set I.T service quality standards;

- Evaluate, monitor, and ensure controls and performance within the I.T and Operations departments against agreed standards, taking corrective action against deviations;
- Ensures that company is in compliance with established I.T policies, procedures and statutory regulations;
- Identify IT requirements and ensure that all I.T functions and activities are fully resourced, budgeted for and their performance managed to adequately support the performance of the business;
- Set up, tests, and maintain I.T and Operational Disaster Recovery Plans, as per set policies and procedures;
- Build and negotiate terms and conditions for purchases, support contracts with computer hardware, software, telecommunication, and power suppliers; and
- Assist with other projects and duties as assigned.

### **Qualifications**

- Relevant undergraduate, postgraduate, and professionally certified related qualifications;
- At least 8 years of overall professional and senior management experience in the financial and capital markets industry;
- Strong record of general managerial experience in financial services with demonstrated ability to maintain relationships with intermediaries and deliver superior customer service;
- Possess demonstrable expertise in matters relating to money markets, capital markets, bond market & trading, clearing, settlement and related processes;
- Solid record of adopting and leveraging technology and efficient business processes in the capital markets;
- Demonstrated track record in optimizing operations to enhance the overall customer experience is an advantage;
- Seniority, gravitas and credentials to engage with internal stakeholders as well as external partners at the highest levels, customers and suppliers;
- Strong leadership and people management skills;
- Excellent interpersonal, communication and presentation skills;
- A thorough professional displaying highest level of integrity and business acumen to negotiate and find solutions; and
- Demonstrated record of strategic planning and execution skills.

### **Preferred qualifications**

- You can break complex problems down into component parts. The ability to lead on and enjoy both strategic and tactical work is key;
- Capital markets technology and operations experience;
- Have the organizational and analytical skills to be able to solve problems and create procedures;
- Have in-depth knowledge in financial market trading, clearing and settlement operations; and
- Have cross-functional abilities relevant in a nascent business environment.

If you believe you possess and can clearly demonstrate your ability in the required relevant criteria for the above role, please submit your application, including authentic certified copies of relevant academic and professional certificates and testimonials, your curriculum vitae, details of current position, current remuneration, as well as email and telephone contacts of three (3) referees who can speak of your competence, character, and integrity.

All applications MUST be submitted through [info@eabxgroup.com](mailto:info@eabxgroup.com), and must be received not later than Friday, 22nd July 2022 addressed to:

**The Chief Executive,  
EABX Public Limited Company (EABX Plc),  
Nairobi, Kenya.**