



Job Description

Position Title: Junior Trade Analyst **Date:** February 2021
Department: BOX Regulation **Status:** Full Time, Exempt

The Jr. Trade Analyst position is responsible for conducting initial trade analysis and assisting the Trading Floor Officials with various assignments.

Position Duties:

Provide resident regulatory oversight of the trading floor.

Education:

Bachelor's degree in Finance, Economics or Mathematics required.

Job Knowledge Skills:

- Excellent ability to work collaboratively and act persuasively in sensitive situations; practiced in conflict management techniques.
- Financial services expertise, to include a deep breadth of market understanding with a particular proficiency in Equity Option Trading.
- Interpersonal skills to work effectively and establish collaborative working relationships with persons from diverse backgrounds and at various organizational levels within and outside the trading floor community, with sensitivity to the cultural differences of a diverse working environment.
- Processing of complex and client specific instructions and trading floor procedures.
- Escalate known or potential issues to management.

Technical and Communication Skills:

- Advanced mathematics.
- PC based software programs such as Microsoft Office, Excel, Access, SQL are required, programming experience a plus.
- Exceptional oral and written communication skills are required.
- Ability to work under pressure, handle multiple assignments and deadlines.
- An aptitude for analytical and problem resolution.
- Self-starter, proactive and objective oriented.
- Ability to identify, analyze, resolve and, when needed, escalate a problem.