



Chittagong Stock Exchange PLC.

CAREER WITH CSE

Chittagong Stock Exchange PLC (CSE), a demutualized and an automated bourse in Bangladesh has always been pioneer in adopting new art of services to serve investors and other stakeholders and enrich the capital market of Bangladesh.

CSE has a very strong team of professionals and been providing excellent working environment to its Human Resources. It intends to include experienced, young, innovative, and self-motivated individuals in its core team. CSE is looking for bright and competent candidates for the position of **Assistant Manager/Deputy Manager** to assist the **Business Development and Marketing Division** of the exchange.

Major Roles/ Responsibilities

- Maintaining interaction with TREC holders and market participants;
- Assist in maintain relationships with clients to understand their requirements and assist the exchange in improving its service standards;
- Arrange meetings with potential TREC holders and convince them of the benefits of joining the Exchange;
- Assist in identify inactive TREC holders and find out ways of converting them into 'active' TREC holders. Provide constant feedback to the exchange on additional services/constraints;
- Support to ensuring smooth coordination with business and market development and trade for problem identification, networking & feedback;
- Assist in monitoring of prices, economic conditions, demand & supply factors, global news to stay abreast of markets & latest developments;
- Assist in spread of knowledge and product reports to aid stakeholders in doing business and also assist in designing & executing overall marketing strategy;
- Assist in coordinating internal exchange services departments to make their trading experience seamless;
- Assist to identify and maintain a database of TREC Holders, investors, potential TREC Holders and other stakeholders of the Exchange to identify and enhance business;
- Day to day visit Financial Institutions, TREC Holders, Merchant Banks, Investment Banks and issuer companies, Banks, Associates for identifying potentials and solving problems;
- Day to day monitoring the trading and other business of the exchange and maintain relationship with marketing team.

Requirements for the position of Assistant Manager/Deputy Manager

- MBA including BBA in Finance/Marketing/Economics having advanced degree on Chartered Marketing/PGD in Marketing from any renowned Public/Private University.
- Candidates having sound literacy on capital market /derivative market will get preference.
- Minimum 5 years' experience in a similar role in a financial service-oriented organization or capital market or in a multinational organization.
- Age must not exceed 33 years as on last date of submission of application.

Job Location: Chittagong

Salary & benefits: Competitive remuneration package will be offered to the deserving Candidate.

If you are confident to take the challenges and make a difference, please Click on the "Job Application Form" link provided with this job posting. Fill out the online application form completely and accurately. Upload your detailed CV with a recent passport size photograph and attach your cover letter with the CV in a PDF format. Double-check all information before submitting to ensure accuracy. Please note that only applications submitted through the online "Job Application Form" link will be considered. We kindly ask that you refrain from submitting applications via email or any other means.

Job Application Form Link: <https://forms.gle/ZUcQsvAY1oqkxYco9>

Only short- listed candidates will be contacted. The Exchange reserves the right to accept/reject any application without assigning any reason whatsoever.