



KOMAINU

Job Description

Job Title:	Custody Operations Senior Analyst
Reports To:	N/A
Direct Reports:	Custody Operations Manager
Location:	Jersey, Entitled or Entitled for Work residential status applicants only

About the Company:

Komainu is the first regulated digital asset custody solution built by institutions for institutions.

Komainu was established as a Joint Venture between Nomura, Ledger and Coin shares to fill a gap in the marketplace and provide regulated entities with a secure and compliant custody service for investment in digital assets. Since then, the trend of financial services firms adopting digital assets has only accelerated, further increasing the need for regulated and institutional-grade infrastructure for digital assets.

To support the rapid growth of the company and to accelerate the institutional adoption of digital assets, Komainu is actively seeking to onboard best-in-class talent globally.

Role Summary:

The Custody team is responsible for managing the digital custody services offering, involving client relationship management, transaction processing, monitoring, reporting and operations risk reporting.

Komainu is looking to recruit a skilled and self-motivated individual to work within the Custody Operations team in order to ensure that Komainu fulfils its obligations both to its clients and its regulator, the Jersey Financial Services Commission. The individual will be responsible for ensuring the timely and accurate submission/authorisation of all client operations.

A key component of the role will be day to day relationship management of Komainu client service delivery, ensuring we are meeting client expectations, and anticipating future needs.

Given Komainu's broad geographical coverage, there will be an occasional expectation of shift work, typically covering UK hours between 7:30am-4pm, 9am-6pm, or 10:30am -7:30pm.

Duties & Responsibilities:

Ongoing monitoring and control

- Provide pro-active oversight and monitoring of all transactions and exceptions to ensure these are resolved on a daily basis.
- Resolve issues or queries raised by clients or other departments, seeking guidance from Compliance where required.
- Triage tickets to the appropriate departments and work with them to resolve the issue, contacting Compliance and IT where appropriate.
- Ensure there is adequate knowledge and support for transaction processing across all asset classes within Operations.



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- Day to day client relationship management.
- Assist with the delivery of training on the transaction processing system and documenting and maintaining all relevant policies and procedures.
- Reconciliation of custody reports with Finance, complying with all applicable internal legal and regulatory requirements.

Projects

- Act as an integral part of the front to back system, the development and implementation of the custody solution and help identify any control gaps, recommend appropriate remediation steps and development of new solutions/services.
- Partner with IT and Compliance to deliver new and enhanced controls, process efficiencies and client experience.
- In the event of regulatory change, identify and engage with relevant stakeholders to ensure that business processes and system changes are tested and implemented in a timely manner.
- Assist in the prioritisation of IT developments and review system changes and ensure that all IT developments are supported by a robust business plan and cost-benefit analysis.

Undertaking any other such duties as may be reasonably required by the role.

Qualifications, Skills & Experience:

- Industry Operations experience in financial services essential, ideally in transactional banking, funds management or custody services.
- Proven experience in client relationship management, and in engaging external stakeholders and suppliers.
- Strong focus on quality client service with ability to communicate and engage at a senior level within the organization.
- An interest in the field of Fintech/Digital Assets essential with previous experience in the space an advantage.
- Ability to communicate concisely and persuasively.
- Proficient computer navigation skills using a variety of software packages including Microsoft Office applications.

I have read and understood the requirements outlined in the Job Description.

Signed:

Dated: