

WE ARE HIRING

Central Share Registry

Depository for your Wealth



About Us

The Central Share Registry Pte Limited (CSRL) is a wholly owned subsidiary company of the South Pacific Stock Exchange (SPX) and is the only company in Fiji that provides shareholder relations functions for listed as well as unlisted companies.

Position Required

We are currently looking for a dynamic and a highly motivated person to fill the position of **CSRL Manager**. The successful applicant will be responsible for:

- Reviewing the internal policies and processes to improve operational efficiency
- Increasing client base of CSRL
- Increasing the use of registry system and online shareholder portal by CSRL client shareholders
- Promoting and marketing the activities of CSRL to clients and shareholders
- Maintaining, monitoring and facilitating enhancements to registry systems and security features
- Identifying and implementing new services and potential growth areas for CSRL
- Ensuring CSRL is in compliance with statutory requirements and internal legal and regulatory framework
- Overall managing the CSRL staff and services provided by CSRL

Minimum Requirement

The successful applicant shall:

- Possess a Degree in Information Systems/Technology and Qualification in Business Administration
- The incumbent should have 3 to 5 years' experience in a managerial position

A good knowledge of Fiji's capital market would be an added advantage.

How to Apply

Applications for the above position clearly marked as "CSRL Manager" together with detailed curriculum vitae, academic transcripts and references shall be addressed to:

The Chief Executive Officer, Central Share Registry Pte Ltd, GPO Box 11689, Suva or hand delivered to CSRL Office at Shop 1 & 11, Sabrina Building, Victoria Parade, Suva or e-mailed to info@spse.com.fj

Applications must be received no later than 5pm on Friday, 30th August 2019

"CSRL IS AN EQUAL OPPORTUNITY EMPLOYER"