

WE ARE HIRING!

Sr. Treasury Officer (Funding & Deal Management)

Main Purpose

- Structure, execute, and reconcile FX/remittance deals end-to-end while safeguarding client funds and settlement obligations.
- Manage liquidity and working capital—optimizing cash across banks/corridors, maintaining regulatory floats, maximize FX gain, and manage risk.
- Provide transparent controls and reporting (pricing, reconciliation, MI) to ensure compliance and enable scalable, profitable growth.

Reporting To

Head of Operation/ Deal & Funding Manager

Prerequisites

The applicants should have at least **2/3-year experience in relevant field.**

Location: Badda Link Road, Dhaka

Email your updated resume with a proper subject line to

jobs@bracsaajan.com

Role and Responsibilities:

- Monitor the FX market (USD/GBP/Euro) on regular basis & keep record of FX market.
- Review FX market news & take part in the team discussion on FX market movement.
- Communicate with corresponding Bank & collect the daily rates for BSEL.
- Make deal with corresponding banks as the daily remittance volume target.
- Update daily treasury book/ deal & fund book.
- Check the current market rate of competitors and collect them and set up the daily market offer rate and update the rate in our system.
- Send email for each deal to different corresponding Bank.
- Create bucket in Remit ERP accordingly to the deal.
- Take update from the collection team regarding previous days collection of funds and check total availability of funds.
- Prepare daily funding plan accordingly to the deal with different banks & remain bucket balance.
- Prepare the breakdown of the cover fund sent to BBL and mail them
- Arrange to send cover funds to other banks and mail them.
- Create various buckets (dummy & real) in the system
- Prepare the TT upload file to send cover fund.
- Communicate and follow up with pivotal team for any kind of agent related issue.
- Transaction cancel and Process transactions.
- Fund Transfer entry and balance adjustment entry in the system.
- Communicate with merchant pay regularly.
- Support ad hoc request for reports as required.
- Manage daily deal & funding reconciliation.

Job Requirements:

- Bachelor's degree in **Finance/Economics**
- Previous **Banking/FX Market/Capital Market** experience is desirable
- Clear communication

- Time management
- Accuracy and attention to detail
- Problem solving skills and ability to stay calm in a difficult situation, whilst coming up with an appropriate solution
- Proactive approach.

Application Deadline:

15th October, 2025

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