

DAR ES SALAAM STOCK EXCHANGE PLC



EXCITING CAREER OPPORTUNITY

The Dar es Salaam Stock Exchange PLC (DSE) was established in 1996 as a company limited by guarantee without share capital. In June 2015, it transitioned into a public company limited by shares and in July 2016 it became self-listed.

The DSE's core mandate includes providing a platform for trading listed securities and supporting companies in raising capital through the issuance of shares and bonds.

To strengthen our operations and enhance efficiency, we are seeking a dynamic, motivated, and high-integrity individual with strong technical competencies to join our team as a **Market Operations Officer** and thus, inviting applications from suitable qualified candidates. Further details of the position are highlighted below.

Job Purpose:

Responsible for overseeing the daily activities involved in trading and market operations, ensuring that trades are executed, settled and processed accurately, efficiently and in a timely manner.

Terms of Employment:

- Type: Full-time.
- Contract: Fixed-term for one (1) year.

Required Academic Qualifications, Experience, Skills & Competencies:

- Holder of Degree in Economics, Accounting, or its equivalent from a recognized institution.
- Securities Markets Certification Program recognized by Regulator is an added advantage.
- Securities Investment & Trading (SIT) Certification is an added advantage.
- Risk Management Certification is an added advantage.
- Minimum of 1 (one) year of relevant experience in a reputable organization.
- Experience in any of the following areas is desirable: econometrics, statistical analysis, market performance monitoring, business of stock exchange, regulatory and policy analysis.
- Strong knowledge of Stock Exchange systems and processes, economic principles and business accounting.
- Understanding of the dynamics within regional and global stock exchange.
- Strong organizational skills, with the ability to work independently and collaboratively in a team environment.
- Ability to manage internal and external contacts with stakeholders on routine and operational issues.
- Ability to multi-task, prioritize work and manage time effectively, with a proactive and solution-oriented approach.
- Professionalism, discretion and confidentiality in all aspects of the role.
- Excellent written and verbal communication skills with strong attention to detail.
- Advanced proficiency in Microsoft Office Suite.

Key Duties:

- First point of contact for resolving and escalating market incidents in real-time.
- Monitor market participant compliance with the trading rules, continuous disclosure obligations, and procedures.
- Engage and service diverse stakeholders such as brokers, custodians, system vendors, compliance officers, auditors, and regulators.
- Perform real-time market monitoring by coding alerts accurately within set timeframes and prescribed trading rules.
- Manage stakeholder queries ensuring alignment with the trading rules, policies, and regulations.
- Maintain operational documentation, perform statistical analysis, and organize data to report to management, regulators, and internal/external audits.
- Work collaboratively with internal teams on continuous disclosure issues.
- Identify and implement process improvement to reduce operational risk, enhance customer experience, and develop technical change.
- Identify, support, and participate in knowledge management activities and subject matter expertise development.
- Investigate, reconcile, and resolve confirmation mismatches.
- Participating in the User Acceptance Test (UAT) system in testing new applications
- Perform any other duties as may be assigned by the Supervisor.

Remuneration

Competitive remuneration package will be offered.

Mode of Application

The vacancy is also available under “Career” at DSE’s website: www.dse.co.tz

- Only online applications will be accepted via DSE’s website: www.dse.co.tz
- Applicants MUST register on the Job Portal and apply for the job providing all the required information. Failure to do so, will result in an incomplete application.

The deadline for submitting the application is 15th June, 2025