

We are hiring a Operations Manager

EMPLOYMENT

24/7

STARTING DATE

01 April 2025

LOCATION

Karachi

HOME OFFICE

NO

About Tradewind

Established in 2000, Tradewind Finance is a leading global trade finance company specializing in post-shipment financing, invoice discounting, and non-recourse factoring solutions. With a network of offices throughout the world, including our headquarters in Germany, we provide financing across international markets.

Our diverse team, representing cultures across Asia, the Middle East, Europe, and the Americas, brings deep expertise in international trade and finance. We are committed to empowering businesses by providing liquidity solutions that enhance cash flow and foster sustainable growth, with a strong focus on supporting SMEs worldwide.

What the job expects:

Key Responsibilities:

Process Management:

- Identify and implement streamlined processes to improve operational efficiency.
- Develop, document, and update standard operating procedures for various operational functions.
- Monitor and analyze existing processes to identify areas for improvement and optimization.

Team Coordination:

- Supervise and provide guidance to operational teams, including but not limited to customer service, data processing, and compliance.

- Foster a collaborative and productive work environment, encouraging teamwork and communication.
- Risk Management:**
- Identify potential operational risks and implement measures to mitigate them.
 - Ensure compliance with industry regulations and company policies to minimize legal and financial risks.
 - Generate regular reports to provide insights into operational efficiency and identify areas needing improvement.

Strategic Planning:

- Collaborate with senior management to develop and execute operational strategies aligned with the company's goals.
- Participate in strategic decision-making processes to drive growth and profitability.
- Manage relationships with vendors, service providers, and clients to ensure smooth interactions and resolve any operational issues.

What we are looking for: Ideal Profiles

A. Operation Manager (Trade Finance): Handling Export Document, day to day Transaction – settling LCs.

B. Lending Officer: Commercial lending officers evaluate and underwrite loan applications for businesses. In the context of invoice discounting, they may handle credit assessments and risk analysis for commercial clients. (& willing to Work in Operation Department)

C. OP Manager: experience of working shipping companies, buying Houses.

D. Trade Credit Manager: Trade credit insurance specialists work with businesses to provide insurance coverage for their accounts receivable. This coverage can complement factoring services and protect businesses against non-payment risks.

Experience Required:

- ✓ Minimum 5-7 years of working experience in a reputable bank or a corporation.
- ✓ Experience of Trade Finance would be preferred.
- ✓ A person who is handling LC, Export Transaction etc would be considered.

More Details on Requirements:

1. Bachelor's degree in finance, business administration, or a related field (Master's degree preferred).
2. Proven experience in operations management within the finance industry.
3. Strong understanding of financial processes and regulatory requirements.
4. Excellent leadership and interpersonal skills.
5. Analytical mindset with the ability to identify and solve operational challenges.
6. Proficiency in project management and process optimization.
7. Effective communication skills, both written and verbal.

Reach Us:

If you are interested in this position, please send your application with a cover letter and CV to careers@tradewindfinance.com

Your Contact


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