



THE SPECIALIST IN TRADING & INVESTMENT

About us

Saxo Bank is a leading multi-asset trading platform provider that enables self-directed traders and institutional clients to have real-time access to global financial markets from a single account. Clients benefit from unrivalled technology, deep liquidity and fast and reliable execution. For our team in Zurich we are looking for a

Client Account Services Employee

Responsibilities

- Act as single point of contact for our clients: Banks, Family Offices, Brokers, Private and HNWI clients
- Manage day-to-day client interaction through the entire client journey
- Assisting clients with risk matters related to their account
- Communicate new product releases / platform enhancements improving the customer relationship
- Handle client queries and resolving issues to a high satisfaction
- Actively develop and maintain business documentation and client service policies
- Responsible for ad-hoc admin duties and small projects as part of Client Account Services team
- Execute external and internal payments

Your profile

- Commitment to provide excellent customer service
- Positive attitude towards clients and colleagues
- Ability to comprehend complex information within a short timeframe and clearly articulate situations to clients and internal senior management
- Ability to work well under pressure and perform comfortably in high-stress environments, consistently achieving targets
- Excellent interpersonal and communication skills – verbal and written
- The ability to understand and analyze numbers
- The ability to think quickly and problem-solve in real-time
- Strong work ethic, self-motivated and desire to succeed
- Commitment to own professional development
- Team player, reliable, open-minded, well organized, structured with ability to work on your own when appropriate
- Enjoys working in a multicultural environment
- Degree in business, finance, accounting or economics with professional qualifications (SII/CFA/IMC) desirable
- experience of financial industry desirable

We offer

If you want to become part of a very team-oriented, flat, agile and dynamic organization where your contribution will be recognized and rewarded, we kindly ask you to submit your complete application documents **online in PDF** to: hr@albrecht-partner.ch, Katharina Albrecht, +41 44 210 36 20