

Rockit® Solutions is a leading data aggregation and reporting solution for single-family & multifamily offices, registered investment advisors, private trust companies and other financial institutions. Our software consolidates account data from multiple sources, focuses on data integrity, reconciles discrepancies, and offers flexible reporting. Our company culture is one that Rockit prides itself on, as we continue to uphold an atmosphere that encourages professional development, a team oriented environment and an excellent work-life balance.

We are currently looking for an Entry Level Securities Processing Specialist to join our Operations Team that processes trades, dividends, income and corporate actions and ensures that this activity is accurately reflected in our proprietary systems. The ideal candidate should have financial experience either via schooling and/or internships and a want to be in the Finance Industry. This role is perfect for recent college graduates. Ideally the candidate should also be commuting accessible to Stamford, CT.

**Additional Responsibilities:**

- Process trades for security types including equity, preferred stocks, mutual funds, options, futures and fixed income to ensure that activity is accurately reflected in the company's system
- Process spot and forward foreign currency contracts.
- Update system to reflect accurate dividend information using multiple sources
- Reconcile and receipt domestic and foreign income and interest
- Process and reconcile corporate actions such as splits, stock dividends, mergers and rights offerings
- Reconcile marketable security activity between company's system and bank/custodian data on settle date +1.
- Research security processing related inquiries from other groups and departments.

**Skills & Knowledge:**

- BA/BS required. Degree in finance, accounting, economics or statistics strongly preferred.
- 1 to two years of work or internship experience in banking or finance industry preferred
- Strong mastery of Microsoft Office, especially Excel
- Ability to excel independently or as part of a team
- Can communicate effectively and transfer thoughts into expressed ideas
- Detail oriented and responsive
- Working knowledge of Access, PowerPoint, Bloomberg

**Position Benefits:**

- Competitive salary with 401(k) and company match
- Excellent health benefits (Medical/Dental/Vision)
- Flex spending accounts
- Tuition reimbursement
- Personal Gym reimbursement

- Free Gym onsite
- Free Pizza Fridays and onsite Happy Hours
- Free Coffee and stocked pantry onsite