

SKILLS FRAMEWORK FOR FINANCIAL SERVICES				
SKILLS MAP - HEAD OF TRADING DESK/HEAD OF TRADING FLOOR/HEAD OF DEALING/HEAD OF EXECUTION				
Sector	Financial Services			
Track	Trading and Execution			
Occupation	Trader			
Job Role	Head of Trading Desk/Head of Trading Floor/Head of Dealing/Head of Execution			
Job Role Description	<p>The Head of Trading Desk/Head of Trading Floor/Head of Dealing/Head of Execution manages the trading business by looking after positions, risk, compliance and profitability of the traders. He/She supervises his trading teams to ensure that all trading activities are compliant with regulations and organisational policies. He also reviews the strategies employed by his teams for performance in terms of financial gains and soundness in risk minimisation, such as hedging. If time permits, he may trade as well.</p> <p>He is a strategic thinker and coaches his teams to make independent decisions to enhance the organisation's strategies. He possesses deep knowledge of financial instruments and has extensive experience in various trading and risk management strategies. If he trades, he might have to work outside office hours depending on the markets traded.</p> <p>The Head of Trading Desk/Head of Trading Floor/Head of Dealing/Head of Execution possesses specific product knowledge and this can include either one or a combination of equities, fixed income, cash equivalents, derivatives, commodities, foreign exchange, cryptocurrencies and alternative investments.</p>			
Critical Work Functions and Key Tasks / Performance Expectations	Critical Work Functions	Key Tasks		
	Manage trades from inception to execution	Oversee the development of trading strategies in line with maximising financial gain and minimising risks for the organisation and its clients		
		Assign financial instruments of focus and/or sectors or industries of focus to respective traders and quantitative traders based on trading strategies		
		Review trade analyses and provide feedback and recommendations to improve the trading processes		
	Establish compliance with regulations and execution policies	Ensure that teams are familiar with local trading regulations and best execution policies		
		Oversee hedging strategies for the organisation and set policies to guide trading limits		
		Ensure teams adhere to the organisation's execution policies and local trading regulations by monitoring trades		
	Design trade methodologies and architecture	Develop trading policies and procedures to manage trading risks and streamline workflows		
		Guide development of quantitative trading models aligned to overall trading and investment strategy		
		Ensure simulation and back-testing processes adhere to risk management and compliance policies		
	Conduct market-making activities	Review factors that drive price movements from obtained quotes and drive improvements for the bid and offer process		
		Oversee negotiation direction between counterparties to ensure appropriate matching		
		Regulate market-making activities to ensure continuous flow of transactions and market liquidity		
Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Block Trading	Level 5	Leadership	Advanced
	Client Investment Suitability	Level 5	Communication	Advanced
	Data Analytics and Computational Modelling	Level 5	Decision Making	Advanced
	Electronic Trading System Management	Level 5	Digital Literacy	Advanced
	Emerging Technology Synthesis	Level 5	Transdisciplinary Thinking	Advanced
	Ethical Culture	Level 5		
	Financial Analysis	Level 5		
	Market Liquidity and Counterparty Matching	Level 4		
	Market Research and Analysis	Level 5		
	People Performance Management	Level 5		
	Post Trade Monitoring and Risk and Capital Management	Level 5		
	Price Verification and Profit Analysis	Level 5		

	Qualitative Analysis	Level 5		
	Regulatory Compliance	Level 5		
	Standard Operating Procedures Development	Level 5		
	Technical Analysis	Level 5		
	Trade Processing, Fund Settlement and Treasury Transaction Processing	Level 5		
	Trading Management	Level 5		
Programme Listing	For a list of Training Programmes available for the Financial Services sector, please visit: www.skillsfuture.sg/skills-framework/financial-services			

The information contained in this document serves as a guide.