



BOX Options Exchange ("BOX") has an immediate opening for a Market Supervisor in our Market Operations Center ("MOC") in our Boston office.

BOX is an all-electronic equity options market that was established in 2002 and launched trading in February 2004 as an alternative to the then-existing market models. Since inception BOX has provided its Participants with an efficient, transparent marketplace, cutting edge technology, and best price filtering for customer order execution.

Position Duties:

- Perform routine and non-routine tasks in support of the BOX market in accordance with the MOC policies and procedures.
- Provide timely resolution of trading, technical and user specific issues and requests.
- Provide trading application certification, testing, and connectivity support
- Provide daily monitoring of trading activity, ad hoc analytical trade and order flow research and other reports.
- Communicate potential technology, business issues and unusual market activity to department management.
- Continuous process evaluation and improvement.
- Maintain knowledge of industry trends and determine impact on trade support and BOX market model.

Education:

BA in Business, Mathematics, Financial Services or equivalent.

Experience:

No trading experience is required but experience in electronic trading and trade desk support, financial markets and, options is a plus.

Job Knowledge and Skills:

- Motivated individual with ability to work independently and inter-dependently, as a team member and across departments.
- Possess a high level of accuracy and attention to detail and can handle multiple projects in a timely manner.
- Ability to troubleshoot technical and functional issues based on exchange rules and system design.
- Proficient computer skills with MS Office software; Microsoft Excel, Word and Outlook. Advanced Excel and Access skills highly desired. Visio and PowerPoint a plus.
- Familiarity with ECN's, trading platforms, Bloomberg, Livevol or other market data vendor or electronic trading OMS tools.

Communication Skills:

Demonstrated excellent strong customer service, organizational, written and oral communication skills.

