

# PhillipCapital

## Execution Services Analyst (Hybrid Position – Chicago)

### About Phillip Capital Inc.

Phillip Capital Inc. is dually registered with the SEC/FINRA as a self-clearing broker dealer and the CFTC as a registered Futures Commission Merchant (FCM). We offer the opportunity to grow your skills and make meaningful, visible contributions to both your team and the company. We believe in integrity, accountability, open communication, and continual improvement to build for the long term. Our office in the iconic Board of Trade Building is conveniently located near Metra and CTA lines and close to restaurants, parks, shopping, and cultural institutions. Our building amenities include indoor bicycle parking, a gym, and a rooftop deck. Learn more about us at [www.phillipcapital.com](http://www.phillipcapital.com).

Phillip Capital Inc. is seeking an Analyst to join our Execution Services team. This position will support our self-clearing Futures Commission Merchant (FCM) and Broker Dealer (BD) business. The Execution Services team works closely with FCM/BD clients and brokers to manage market access, connectivity, and all trading related issues.

### Responsibilities

- Work closely with the VP, Execution Services and other analysts to manage daily operations, customer platforms, execution, routing and exchanges connectivity
- Assume ownership of day-to-day support activities and customer interactions
- Monitor ISV trading platforms and derivative exchange systems for order routing issues and resolve as necessary (FCM side)
- Monitor Order Management System (OMS) and manage client activities, including order approval (BD side)
- Provide technical and integration support for OMS and back-office clearing systems
- Monitor risk reports and take action as necessary
- Participate in projects and process improvement initiatives
- Interact with Technology team to address problems as they arise, as well as explore new system features and functionalities
- Ensure trading and compliance processes are completed; escalate issues to management as needed
- Support other teams at Phillip as necessary

### Qualifications

- Bachelor's degree in finance, economics, mathematics, computer science, or related field
- Proficiency in VBA, Excel, SQL and Python strongly preferred
- Strong analytical skills and ability to recognize and mitigate issues with process and tools
- Ability to efficiently handle a multitude of tasks while maintaining a low error rate
- Strong attention to detail, time management, and solid communication/organization skills
- Absolute integrity and ability to recognize and learn from mistakes

The pay range for this position is \$60-70K.

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To be considered for this position, please apply via LinkedIn or Indeed or submit a resume directly to [careers@phillipcapital.com](mailto:careers@phillipcapital.com) with “Execution Services Analyst” in the subject line. Phillip Capital Inc. will not consider candidates sent by recruiters for this position.