

Bitcoin Suisse is the Swiss crypto-native pioneer and trusted gateway to crypto asset investing. As the leading crypto financial service provider in Switzerland, we operate across the most relevant crypto exchanges and provide brokerage, custody, staking and other crypto-related services at the forefront of technical innovation. We are as dedicated to our clients as we are passionate about cryptocurrencies and the underlying blockchain technology. We make things happen and have helped to shape the crypto and blockchain ecosystem in Switzerland as a driving force in the development of the 'Crypto Valley'. Bitcoin Suisse is headquartered in Zug with offices in Copenhagen, Vaduz and Bratislava and targets (ultra-) high-net-worth private individuals and institutional clients.

## **Staking Operations Specialist 80% (fixed-term)**

As a Staking Operations Specialist, you process all customer and internal staking orders and ensure that they are correctly booked and executed in compliance with risk and legal requirements. You calculate and pay out rewards for general and special staking offerings and make sure that staking positions match both on-chain and in the core system. On a daily basis you'll be working closely with the Staking Product Owners, Relationship Managers, Traders and Developers.

### **You will have the following responsibilities**

- Management of staked crypto custody setup
- Processing of customer and internal staking orders
- Calculating, monitoring, and processing reward payouts
- Reconciliation of Staking Positions
- Supporting Account Managers, Traders and Developers
- Reporting tasks for Management, Audits, Finance Department etc.
- Ensure Risk and Legal requirements in processes
- Developing and updating of process descriptions
- Contributing as Subject Matter Expert in projects related to staking (e.g. onboarding new staking products)

### **What you bring along**

- Experience in the Swiss financial sector and Middle Office (bank, insurance, financial service provider)
- Federal VET Diploma in Commerce or/and bachelor degree
- Proficient in Microsoft Excel, good knowledge of Jira, MS office products and Adonis is an asset
- Dedicated and responsible personality with strong team-player attitude
- Diligent and conscientious working style and able to stay calm in hectic situations
- Fluent in German and English (verbal and written)

### **What we offer**

- A highly skilled team of dynamic, international crypto experts, IT specialists and banking professionals, with a broad range of experience on different levels and areas We challenge the status quo and are creative problem solvers
- We make things happen with teams that trust, respect and count on each other
- A flexible working model with a fair balance of both office presence and working from home
- You can choose to receive part of your salary in Bitcoin or Ethereum directly to your own Bitcoin Suisse Online Account
- Benefit from our "sports-during-lunch" offer and recharge your batteries during five weeks of paid leave

**Please note that for this position, only direct applications with a valid working permit for Switzerland will be considered.**

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