

Job Description

Position Title: Senior Data Analyst
Location: Chicago
Department: Office of Market Supervision (“OMS”)
Reports to: Manager, OMS
Status: Full-Time, Exempt

Position Summary:

Under the supervision of the Manager, OMS, the Sr. Data Analyst will support the Office of Market Supervision (OMS) and Regulation’s Market Regulation Center (“MRC”) management, with a focus on the Trading Floor team in particular, related to technical aspects of regulatory-related tools and processes; front-end / application development; report development; data and statistical analysis and reporting; and procedural documentation efforts.

Position Duties:

- Develop a subject matter expert (“SME”) level of BOX facilities’ data models, including Consolidated Audit Trail (“CAT”), as sources of Regulation’s report generation and query activities.
- Assist with database creation, performance, and maintenance of SQL Server related to regulatory dashboard application.
- Develop a detailed level of knowledge of operational functionality and processes related to VIGIL, CAT and other regulatory-related applications.
- Assist in development of Regulation’s Request for Change (“RFC”) and Business Requirements Documentation (“BRD”).
- Participate in various meetings related to development of Business Requirement Documents (“BRD”) for OMS technology providers and other relevant vendors in coordination with other stakeholders. Perform user acceptance testing of OMS-related system or reporting changes, problem solving of issues with stakeholders and reporting to OMS management.
- Assist with resolution of CAT reporting issues and data reconciliation issues with BOX Exchange Participant firms.
- Assist with development and maintenance of accurate and current procedures for assigned functions; create and report updates to OMS management to ensure accurate reflection of processes and controls.
- Leverage technology to streamline current regulatory operation processes and decrease repetitive tasks in coordination with Regulation staff.
- Communicate status, issues, and resolutions with interested parties including, but not limited to, Regulation staff, OMS / MRC management, OMS technology providers and BOX Exchange Participants as appropriate.



- Perform technical-related surveillance reviews including related investigations of identified exceptions as well as support of Trading Floor-related activity investigations.
- Other responsibilities include compiling, analyzing, or validating data and statistics, and/or assisting with risk assessment and/or audit documentation production, as otherwise assigned by OMS management.
- Cross-train on floor trade analyst duties for backup coverage purposes.

Education:

Bachelor's degree in Computer Science, Information Systems, or Data Analytics required.

Experience:

At least two years of data analytics or similar experience in a regulated environment. Experience designing and developing Power BI reports and dashboards preferred.

Job Knowledge and Skills:

- Experience with Python, SQL, Excel, Microsoft SQL Server Management Studio, Transact-SQL, and Power BI.
- An aptitude for analytical and problem resolution.
- Ability to analyze and summarize findings in a clear and concise format.
- Self-starter, proactive and objective oriented.
- High level of accuracy and attention to detail.
- Ability to handle multiple assignments and deadlines.
- Interpersonal skills to work effectively and collaboratively with persons from diverse backgrounds and at various organizational levels within and outside of BOX Exchange.

Target Salary Range:

\$120,000 - \$150,000 if located in Illinois

Salaries vary by location and are based on numerous factors, including, but not limited to, the relevant market, skills, experience, and education of the selected candidate. If an estimated salary range for this role is available, it will be provided in our Target Salary Range section.

Our compensation package also includes bonus eligibility and a comprehensive benefits program.

