

Listings and Compliance Manager

The Bermuda Stock Exchange (BSX) is seeking a **Listings and Compliance Manager** to join its team. This role reports to the **Chief Compliance Officer** and plays a central role in the admission of new securities to listing on the BSX and the ongoing regulatory oversight of listed issuers. The successful candidate will manage the end-to-end listing process, oversee compliance with the BSX Listing Regulations, and lead a small, dedicated team.

Key Responsibilities

- Review and assess applications for the admission of securities to listing, including prospectuses and offering memoranda, to ensure compliance with the BSX Listing Regulations
- Liaise with listing sponsors, legal advisors, regulators and senior executives of issuers on listing applications and ongoing obligations
- Communicate with the Listing Committee and the Bermuda Monetary Authority (BMA)
- Maintain accurate records of listing applications and manage the BSX listings database
- Oversee updates to the BSX website relating to listed securities
- Ensure the timely dissemination of issuer announcements to the market
- Monitor ongoing compliance by listed issuers with the BSX Listing Regulations
- Respond to regulatory and market inquiries on the interpretation of the Listing Regulations
- Contribute to the development and revision of Listing Regulations, policies and procedures in response to market developments and new asset classes
- Identify opportunities to streamline and enhance listing and compliance processes
- Support broader strategic and regulatory initiatives of the Exchange

Qualifications and Experience

- Degree in Business, Law, Accountancy, Financial Services or a related discipline, or a relevant professional designation (e.g. Lawyer, Accountant, CFA)
- 3+ years' experience in a listing, compliance or regulatory role at a stock exchange or within an international legal, accounting or advisory environment
- Strong experience reviewing prospectuses and offering documents for capital markets transactions
- Sound judgement, strong analytical skills and excellent attention to detail
- Self-motivated, proactive and client-focused with an ability to manage competing priorities under tight deadlines
- Experience managing or leading a team is an advantage
- Excellent written and verbal communication skills
- Comfortable working across time zones, particularly Europe and North America
- Proficient in Microsoft Word and Excel

Interested applicants should forward a CV and cover letter to jobs@bsx.com