



Asset Management Middle Office Analyst

Location: Brussels

Are you ready to take your career to the next level?

Do you thrive in environments that challenge and inspire you?

Would you like to grow within a team that values both excellence and enjoyment at work?

Taleo Consulting is an international management consulting group with offices in **France, Luxembourg, Belgium, The Netherlands, Switzerland, Spain, Singapore, Portugal, and Italy.**

We've grown into a team of **450+ talented professionals** across **10 offices worldwide**, partnering with leading organizations in **Financial, Life Sciences, Retail, and Energy** - Sectors, to drive transformation and deliver lasting impact.

At Taleo, you'll find more than just a job. You'll join a community of ambitious consultants who share a passion for growth, innovation, and teamwork. Together, we create an environment where you can develop your skills, take on new challenges, and truly make a difference.

What will you do?

We believe that we grow as our people grow. Motivated professionals make a difference. Not just for themselves, but also for our customers.

We are looking for people who share our corporate values among our local and international networks and promote close relationships with our customers and internal teams. Taleo's success depends on the talent of its employees, therefore we are looking for an enthusiastic **Asset Management Middle Office Analyst:**

As part of the Investment Operations team, the consultant will reinforce the Middle Office activities by actively contributing to BAU operations such as trade support, reconciliations, and position control. The role requires a solid understanding of Middle Office processes and how financial markets function from a buy-side perspective.

Mission Details:

- Start date: As soon as possible (ASAP)
- Duration: 6 months minimum
- Renewal: Possible based on performance and project needs



How do we imagine our future Asset Management Middle Office Analyst ?

- Perform and oversee daily Middle Office BAU activities, including trade support, reconciliations, and controls.
- Ensure accurate and timely processing of trades and position updates.
- Identify, analyze, and resolve discrepancies or breaks in trade and position reconciliations.
- Support operational improvements and contribute to process efficiency initiatives.
- Collaborate closely with Front Office, Back Office, and other internal stakeholders to ensure smooth investment operations.
- Maintain strong operational controls and ensure adherence to internal procedures and deadlines.
- Provide analytical and operational support on ad-hoc projects or incidents. We hire great people and give them the playing field to become awesome!

Required Skills & Qualifications

3 to 6 years of experience in a Middle Office role within an Asset Management environment.

- Strong understanding of financial instruments, both listed and OTC (equities, fixed income, derivatives, FX, etc.).
- Experience in trade support, reconciliations, and position control processes.
- Fluent in English (working language).
- Analytical and pragmatic mindset, with a structured and detail-oriented approach.
- Efficiency- and results-driven, able to work under pressure and meet deadlines.
- Positive and collaborative attitude, with strong interpersonal and communication skills.
- Proficiency with standard tools and systems used in Middle Office functions (e.g. Bloomberg, Aladdin, SimCorp, or similar).

Rather than a diploma or extensive experience, it's your state of mind that will allow you to reach your potential and meet the target with Taleo!

Highly Appreciated

Soft Skills:

- Stress-resilient and adaptable to fast-paced environments.
- Strong sense of ownership and accountability.
- Commitment to quality, accuracy, and continuous improvement.



Why should you join us?

You will be part of a talented and dynamic team! You will be able to benefit from career advancement and have the possibility to develop international and long-lasting work relationships.

If these words resonate with you and you identify with this description, send us your CV! We will be delighted to meet you.

