**Onboarding Administrator**

This well-established and ambitious globally-regulated (including CySEC) CFD and Forex Broker with head quarters in Australia and further offices internationally, is seeking an Onboarding Administrator to join their growing team in Limassol.

The successful candidate does not necessarily need prior experience but needs to have a can-do attitude, willingness to learn and be a team-player. The candidate needs to be fluent in written and spoken English and fluency in other languages is viewed favorably.

This is a great opportunity to work in a varied role and be overseen by and mentored by a team of industry professionals with years of industry experience. The company offers continuous personal development and a dynamic working environment.

**RESPONSIBILITIES**

• Assisting clients with the onboarding of applications,

• KYC for all clients

• Assisting the sales and support team with BO requests

• Back office administration

**CANDIDATE PROFILE**

• Computer literacy with excellent working knowledge of Microsoft Office applications

• Knowledge and experience in FX will be considered advantageous but is not essential.

• A team player with excellent communication skills

• A EU passport holder or have the right to live and work in Cyprus.

• Fluent verbal and written English (Additional languages are an advantage)

• Ability to work in shifts

• Basic CySEC certificate is an advantage

**COMPANY BENEFITS**

• Medical insurance after successful completion of probation

• Annual paid leave of 22 business days

**Interested candidates should send their CV and cover letter to** [careers@fpmarkets.com](mailto:careers@fpmarkets.com)