# Associate, Prime Brokerage Operations

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| **Requisition** | R0000192914 |
| **Employer** | RBC Dominion Securities Inc. |
| **Canadian locations** | Toronto (Ontario, Canada) |
| **Primary address** | 600 QUEENS PLATE DR, TORONTO, ON M9W 0A4, Canada |
| **Posted** | November 17, 2026 |
| **Last day to apply** | December 1, 2026 |
| **Posted deadline** | December 2, 2026 |
| **Business area** | CAPITAL MARKETS |
| **Employment status** | Regular |
| **Work schedule** | Full time · 37.5 h per week |
| **Pay type** | Salaried |

## The position

Do you strive to find efficiencies in processes? Do you like working with various departments and business partners to achieve a common goal? As a partner working in the Leading Brokerage Group, you will provide operational support to RBC Capital Markets Prime Brokerage customers.

## Responsibilities

- Main point of contact for customer enquiries regarding account activity.
- Investigate and help with resolving business issues related to accounts receivable, such as business settlements, newspaper errors and dividend claims.
- Review client accounts for margin calls and ensure margin calls are satisfied by clients.
- Receive and process customer requests for all account activities, such as securities transfers, transfers of funds, removal of restricted captions on securities, voluntary actions of companies.
- Ensure RBC policies and procedures are implemented and followed.

### Qualifications

## Requirements

- 2 years and more experience in a role based on capital markets and/or financial transactions
- Bachelor’s Degree
- Canadian Securities Course
- Excel Proficiency
- Excellent written and verbal interpersonal skills

## Assets

- Bilingual in French and English would be an asset
- CPH, Derivatives Basic Course and Option Licensing Course
- Knowledge and understanding of the various operational functions of the brokering office

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## Pay and benefits

RBC teams aim to grow by working together, thinking ahead and giving dependable advice that helps clients and communities prosper. They support one another, develop their potential and strive for outcomes that benefit the communities they serve as well as the bank.

- A comprehensive total premium program including flexible premiums and benefits, competitive pay
- Managers who coach employees and help them find opportunities to develop.
- Join a collaborative team that works at a high standard and looks for new ways to improve.
- Opportunities to do challenging work
- Flexible work/life balance options

## Job Skills

Active Learning, Adaptability, Business Assessments, Critical Thought, Customer Service, Decision-making, Effectiveness Measurement, Business Delivery, Process Improvements

RBC accepts applications until 11:59 p.m. on the day before the posted deadline.

Compensation for this position (including salary and discretionary/variable payments) will be determined by factors, including but not limited to candidate's experience, skills, registration status, performance, individual goals, market conditions, and business needs.

**Pay Range**

## The expected pay range for this position is

$70,000.00 - $90,000.00

The pay scale provided is that of the principal workplace mentioned in the Additional Employment Details section of this assignment. Pay scales may vary depending on location. If the assignment lists several locations, a recruiter can confirm the availability of the relevant role and pay scale for the additional locations listed. RBC supports pay transparency and we strive to ensure that all pay scales are competitive, fair and equitable.

You have the potential to win RBC's discretionary variable pay program, which gives you the opportunity to increase your total pay, provided that businesses meet their performance targets and achieve your individual goals.

## Our Employment Opportunities

RBC works as One RBC and follows five shared values: putting clients first, integrity, collaboration, respect and excellence. As one of the world’s largest and most successful banks, it sees inclusion and different perspectives as important to continued growth. RBC supports staff in doing their best work, working together, innovating and developing professionally. Its policies and programs foster respect, belonging and opportunities for everyone to create value for clients and communities.

## Talent community

People who join RBC’s talent community can receive new postings, career advice and recruitment event updates tailored to their interests.

RBC’s careers portal shares information about career paths and how its teams contribute to client and community well-being.

RBC is accepting applications for an existing vacancy. Qualified applicants may hear from the recruitment team for a more detailed review of their résumé.

Search for requisition R0000192914 on the RBC careers portal.

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