



VACANCY

# Operations Director

## Requirements

- Over 10 years' experience
- Operational excellence
- Leadership qualities
- Strategic
- Hands-on
- Achiever
- Strong communicator
- Flexible

 Amsterdam  Minimum of 10 years experience

**Vistra helps businesses that do good, do better. The market in which this fast-growing corporate service provider operates, is changing rapidly. The Operations Director will optimize operational processes – onshore and offshore – to enable best-in-class service delivery.**





## ABOUT THE COMPANY

# About Vistra

**Established in 1986, Vistra is a leading fund administrator and corporate service provider, operating in over 45 jurisdictions worldwide with more than 5,000 professionals and USD 395bn assets under administration.**

Vistra works with clients who are making a difference in the world, whether they're developing new technology, new ways of investing, or new ways of working. With a laser focus on minimizing risk and enhancing efficiencies, Vistra provides expert advisory and administrative support to Alternative Investment, Corporate, Capital Markets, and Private Wealth clients. As such, they are helping capital flow, protecting investors, safeguarding assets, and expanding into new markets. Vistra continues to innovate and grow together with its clients, representing twenty percent of the Fortune Global 500 and working with two-thirds of the Private Equity International 300 firms, including every one of the top ten.

Vistra has over 85 offices worldwide. The Dutch office – based in Amsterdam – has 180 professionals rendering services to clients in various industries. It's the combination of the right people – all skilled specialists in their domains – and technology that sets Vistra apart. Vistra Netherlands is ISAE 3402 compliant, after demonstrating the rigorous controls and attention to detail expected in accounting, cash management, investor reporting, and compliance responsibilities. The office has a Trust license and is supervised by the Dutch Central Bank (DNB).





## **Frontrunner in a dynamic market**

Vistra Netherlands wants to maintain its frontrunner position in the market. The company is in the middle of a digital transformation. In today's dynamic market, clients' needs and wishes change continuously. To serve its clients best and optimize the service delivery, Vistra needs to anticipate and adapt to those changes.





VACANCY

## Operations Director

**The Operations Director will be responsible for implementing and executing global and local initiatives as part of the company's operations journey to optimize service delivery. Standardization, simplification, and digitization are crucial to ensure operational excellence throughout the Dutch Operations Team, shared service centers, and Vistra's centers of excellence. The Operations Director will put the processes and infrastructure in place that are required to achieve operational excellence and continuous improvement. Thanks to strong communication skills and an inspiring leadership style, the Operations Director can translate mission, strategy, and policies into team actions and bring all stakeholders – colleagues, clients, auditors, and suppliers – on board.**

Key responsibilities include optimizing operational processes for legal and financial services, reshaping and streamlining payment processes, implementing a centralized automation system, and building the operational infrastructure around existing and new products and services.



## Onshore and offshore operations

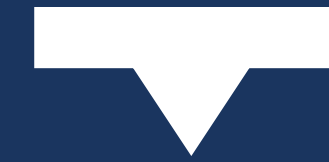
Operational processes occur in the Dutch Operations Team (130 HC), shared service centers, and Vistra’s centers of excellence. The Operations Director will set up robust qualitative and collaborative platforms with these centers, ensuring smooth and efficient cooperation.

The Operations Director will manage the Operations Team directly and work together closely with two Heads of Business. As part of the Dutch Management Team, the Operations Director will report directly to the Managing Director, Nicole van Bunge.

This role is an excellent opportunity for an experienced, strategic operations professional with a drive to innovate and a can-do mindset. Especially in a high-paced company like Vistra, an entrepreneurial, hands-on attitude is essential. ■



**Interested?** Vistra has appointed Top of Minds to fill this vacancy. To express your interest, please contact Vivian Linker at [vivian.linker@topofminds.com](mailto:vivian.linker@topofminds.com).



**“Each one of us brings something different to Vistra, working as one team to deliver the right solution. That’s why our clients choose to work with us – the power of our combined skills makes us unstoppable. Which is where you come in. Ready to own your career? Be part of our journey. Seize your world of opportunity and join Vistra.”**

Nicole van Bunge, Managing Director Vistra Netherlands