



## Corporate Secretary

HSBC Bank Canada

In this role, you will support the Chief Executive and Board of HSBC in Canada by ensuring best practices and oversight. HSBC Bank Canada is part of a global network with 6,100 offices in 72 countries and territories. With assets of US\$2.5 trillion, the HSBC Group is one of the largest banking and financial services brands in the world. As the country's largest international bank, HSBC Canada has assets of \$93 billion from its operations in Commercial Banking, Retail Banking and Wealth Management, and Global Banking and Markets.

Based in either Vancouver or Toronto, you will report to the President and CEO of HSBC Canada and the HSBC Group Company Secretary in the UK. You will also report to the Board of Directors (through the Chair of the Board) for HSBC Canada as well as the Boards of its various subsidiaries.

Your professional mission is to draw from and strike a balance between international and Canadian best practices, ensuring comprehensive, compliant and effective governance practices for HSBC Bank Canada and its subsidiaries. Through your strong self-motivation and independence, you will ensure that your Boards and their committees have appropriate and consistent support for meeting the constantly evolving expectations of multiple stakeholders. You have the organizational and leadership skills to effectively contribute to the Global Corporate Secretary function, including participating in (and possibly leading) global committees.

Almost certainly a lawyer, you have experience as an Assistant or Corporate Secretary and Head of Governance with a Canadian reporting

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issuer, preferably a financial institution or similar regulated company. You have familiarity with the dynamics of subsidiary relationships, including the demands placed upon senior executives in terms of travel and working hours. You have also served as a strategic contributor to a senior executive team. With HSBC, you will immediately serve the Canadian operation with best practices and have the opportunity to pursue international positions in the future.

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