2022

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Xapo Careers

Content

Impact globally. Work remotely.
Is Xapo the place for you?

Xapo is a culture of ownership. We are curious, resourceful, collaborative, and we hold each other accountable for driving results. We value team wins over individual contributions.

Xapo is a place for high performers with relentless focus, self-discipline, and passion to achieve something bigger than themselves**.**

Together, we're building a way to protect our clients' life savings.

If you're talented, driven and share our vision, come work with us from anywhere!

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About Xapo

Building a new banking experience

2013	2014	2015	2016	2017	2018	2019	2020	2022

Incorporation

NEW Xapo Product 2022

Wallet, Vault, AML program

1M registered users

$1B in customer funds

E-money license granted by the Gibraltar FSC

Build the Foundations

DLT license granted by the Gibraltar FSC

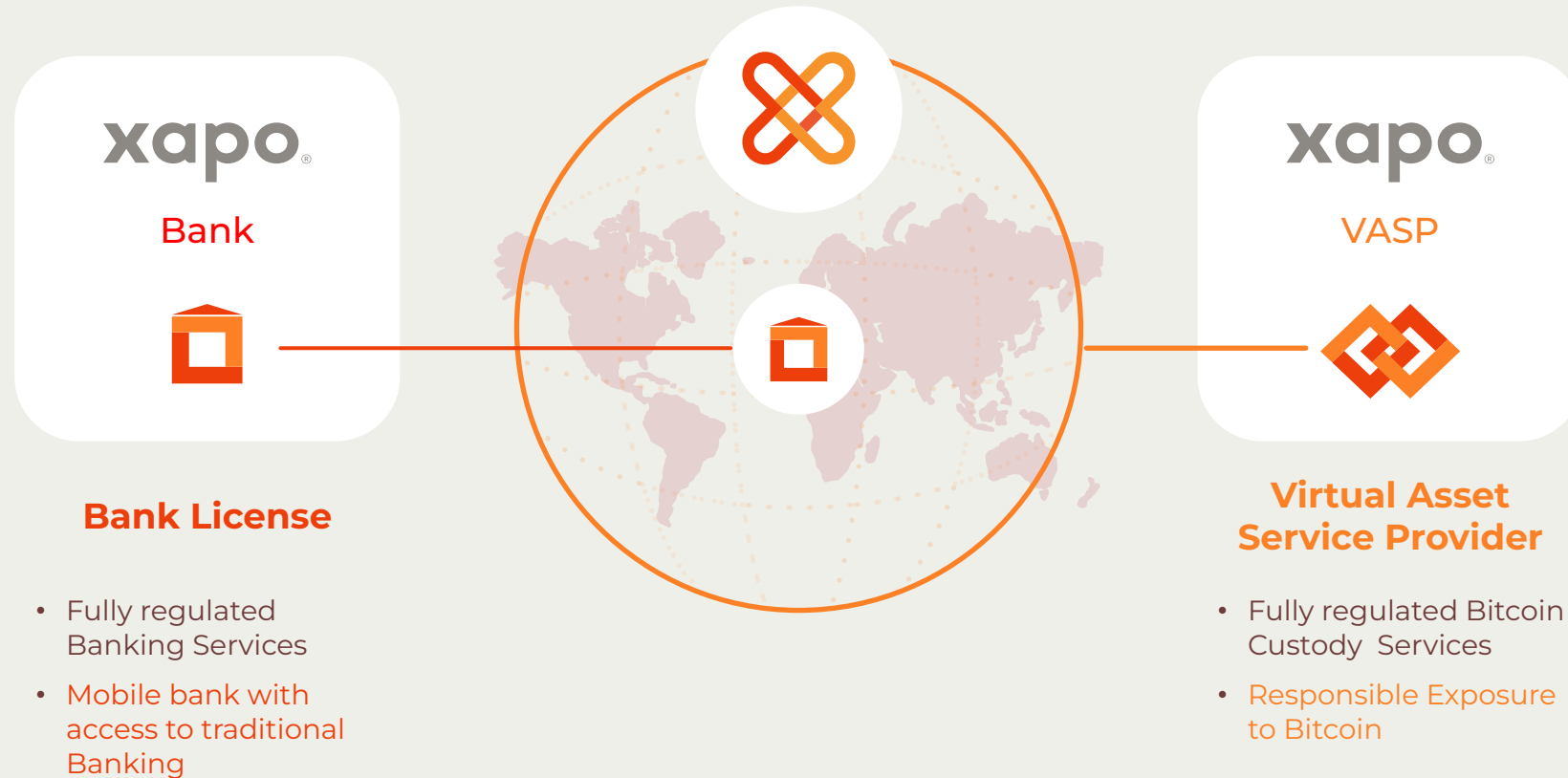**Bank license** granted by the Gibraltar FSC

Xapo was founded to address two of the biggest issues with Bitcoin's success and adoption—accessibility and security. It four years it became the largest Bitcoin custodian, and managed to bring the cryptocurrency to the everyday life of millions of users around the globe.

Today, Xapo is expanding beyond Bitcoin to create a robust banking alternative that provides the same level of accessibility and security to all facets of your financial life. Because no matter who we are or where we're from, we deserve the opportunity to have more options, more control and more security in our financial lives.

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International Bank, globally accessible

Our Solution

XAPO Bank

Bank License

- Fully regulated Banking Services
- Mobile bank with access to traditional Banking

XAPO VASP

Virtual Asset Service Provider

- Fully regulated Bitcoin Custody Services
- Responsible Exposure to Bitcoin

KPMG

- Only cryptocurrency firm to be audited by a Big Four (KPMG) and to have a full banking license

AON

- Directors' and Officers' Liability Insurance
- Professional Indemnity Insurance

mastercard   **VISA**

- Principal Membership

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Xapo is

An international bank, globally accessible

A safe haven for your savings

An open free port for your small business

An exclusive service for select customers

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Top Silicon Valley Investors
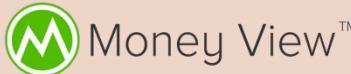
Advisory Board

Larry H. Summers
Former Secretary of the Treasury under President Bill Clinton, and continues to be one of the leading economic and policy thinkers of our time

Dee Hock
Founder of Visa, and is responsible for effectively creating payment systems as we know them today

John Reed
Former Chairman & CEO of Citibank, and was responsible for growing Citibank into the world's first truly global financial franchise

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Workplace Expectations

Location City, Country

Name Last Name

Job Title @Xapo

Working Remotely

Xapo is a fully distributed organization, offering unusual freedom and flexibility

- At Xapo, we appreciate your unique skill set and the productivity that you bring to the organization, not the number of hours you're sitting at your computer

- Our home office and routine should help us be more productive, focused and organized

- It should also help us be healthier and happier

- Working remotely should not mean that we are less professional; rather, the right home office set-up enables us to be even more professional than people who work from an office

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Values

Be Trustworthy

- Our customers rely on us to hold and protect their money. That confidence should never be taken for granted

Be Global

- No matter where you are or where you're headed. We're always with you

Be Ethical

- We strive to do what is right and we hold ourselves to the highest ethical standards.

Be Inclusive

- We embrace diversity and we welcome people's differences. This makes our products richer and our approaches more global

Be Autonomous

- We're resourceful and we thrive in difficult situations. We anticipate challenges and come up with the best possible solutions

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Xapien – Key Functional Competencies

ACTION CHANGES THINGS

Flexibility

Quickly adjust behavior to new information or changing circumstances. Be versatile and open-minded when interacting with others to achieve goals. Respond to change with a positive attitude and a willingness to learn new ways to accomplish work activities and objectives. Willing to modify one's preferred way of doing things.

Proactiveness

Act in anticipation of future needs or opportunities by participating in new initiatives, generating constructive change, and performing in a proactive way to achieve personal and team goals. Take self-initiated and anticipatory actions to explore new avenues of impactful and positive change.

Teamwork/ Collaboration

Work cooperatively with other associates and make valued contributions to the goals of others, even if no direct impact to you. Gain the trust and support of others by facilitating an open dialogue with a wide variety of contributors, as well as looking for opportunities to work with other teams to develop experience and knowledge. Look for informed opinions outside of one's own to encourage diverse and open discussions.

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We use English as a common language

Xapo has a global, remote workforce in over 50 countries. While many of our team members speak multiple languages, we communicate in English

In English Please.

High level of proficiency

verbal

written
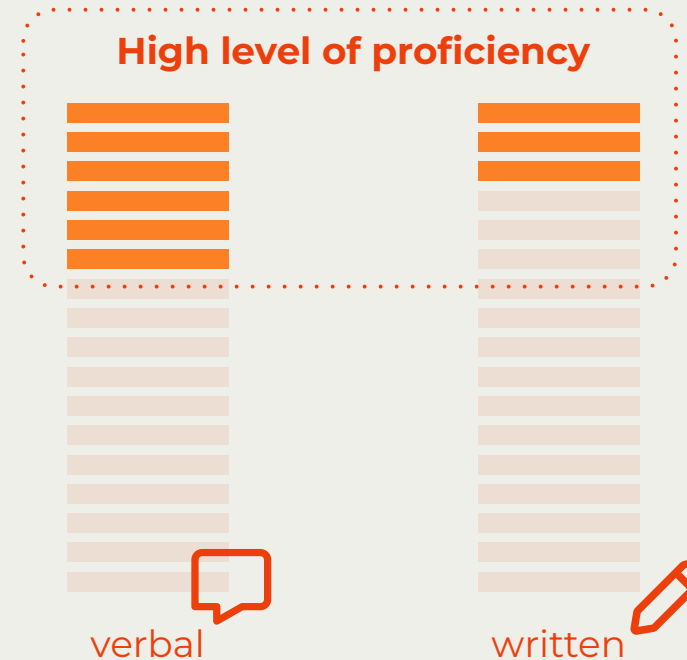
Writing skills are particularly necessary because we communicate important information via Slack and email daily

Communication Tools

How to stay connected in a distributed environment

Email

Asynchronous communication not requiring an immediate response

Slack

Synchronous communication requiring an immediate response

Team and company updates

Social communications and "water-cooler chat"

Over-communicate!

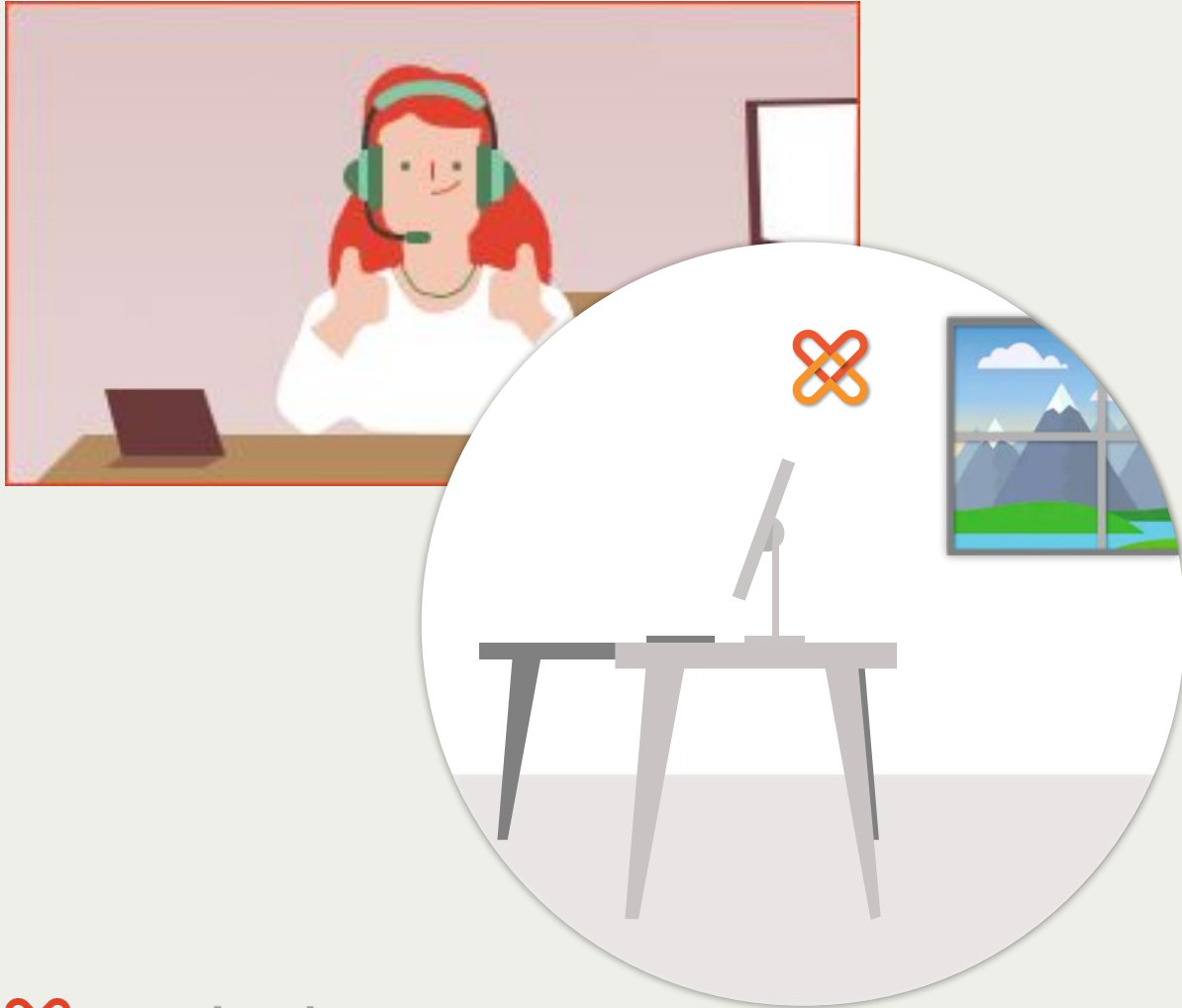**Video** meetings for face-to-face, real-time conversations

Zoom

BACK-UP
International mobile
(Internet fails, Slack down, etc.)

WhatsApp

Equipment Expectations

You are responsible for providing your own equipment and Internet service.

Hardware
- You must provide your own computer that fits Xapo's technical specifications. MAC or PC is fine, Google Chromebook is prohibited.

Internet
- You are responsible for the cost of your Internet service and it should be the best available in your region.
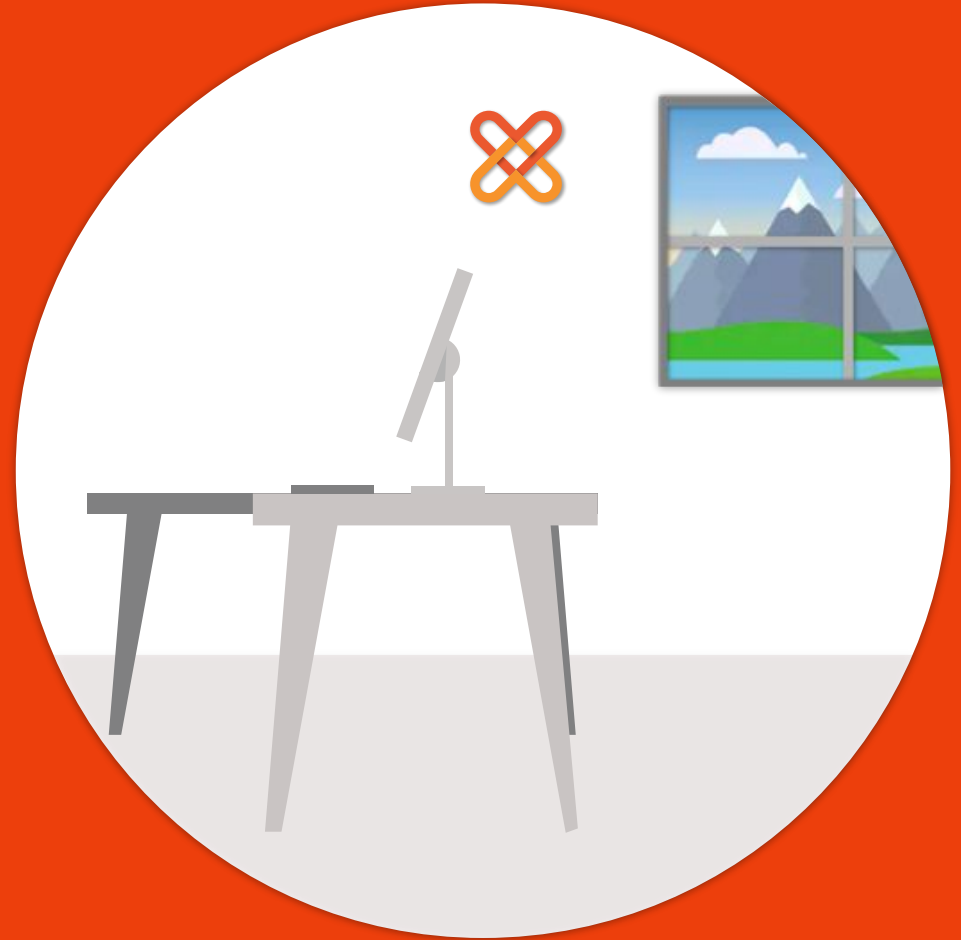
Furniture
- You are responsible for providing any furniture needed for your home office space.

Software & Security
- Xapo provides licenses for software needed to do your job and for security required to protect your device and its contents.

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Interview Playbook

How we interview

As a distributed company, we conduct all interviews via video conference using Zoom, a cloud-based communications platform. You will need to download the Zoom app to your phone or computer for your interviews.

Your recruiter will communicate with you exclusively via email and Zoom. We do not use phones.

Our interview process varies slightly based on role, but in general involves the following steps:

- HR Interview
- Technical or Business Challenge
- Team Interview
- Hiring Manager Interview
- Outcome Call

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HR Interview

The HR interview is a one-on-one conversation with your recruiter to determine your fit for the role and your interest in Xapo. For your HR interview, and following interviews, we ask a mix of questions about your experience and skills, along with a few behavioral questions.

For the behavioral questions, we recommend you have a few examples ready to speak about from past experience, and to prepare them using the STAR method.

Come prepared to ask your own questions, too!

S ituation
T ask
A ction
R esult

Technical or Business Challenge

For Technical Roles:
The technical challenge is either a live exercise facilitated by the hiring team via Zoom, or a problem sent to you via email to complete at your pace and send back for review. There are no definite right or wrong answers to the technical challenge. We are more interested in how you think and approach the problem. Your interview process may include up to two technical challenges.

For Non-Technical Roles:
The business challenge is a case study or assignment that helps us understand how you would think and perform in the role. This also gives you an opportunity to test-drive the role and see if it is a fit for what you are looking to do.

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Team Interview

The team interview is with a Xapo team member that would be a peer to you in the role, or a cross-functional stakeholder. They will assess your knowledge, skills, and experience for the role. Your interview process may include up to two team interviews.

Hiring Manager Interview

The hiring manager interview is the final assessment stage of your candidacy. The manager will seek to determine team fit and your functional expertise, covering any areas that may have been missed in previous interviews.

Outcome Call

In the case of a consensus to hire, the final step is a conversation with your recruiter to explain your offer and any remaining details.

Note

We understand that interviewing is a two-way street. You are welcome to ask questions to any of your interviewers. We love questions - they show your curiosity! We do ask, however, that you save your remuneration questions for the HR team.

If at any point in the interview process the team decides you are not a fit for the role, we will promptly notify you of your status. You are eligible to apply for other roles at Xapo.

Other Resources

Xapo Blog: Improving banking for you, May 2020
Masters of Scale with Reid Hoffman: How to Start a Revolution ft. Xapo CEO Wences Casares, February 2020
Xapien Features: Andrea's Story, January 2020
Bitcoin: The New Gold Standard, Wences Casares, November 2014

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Diversity and Inclusion

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Diverse Teams Win

Representing a variety of backgrounds, cultures, and experiences is critical to our success as a global company

Perform Better Financially

Companies in the top-quartile for ethnic & cultural diversity are 33% to outperform on profitability[1]

Spark Innovation

Organizations with diverse leadership are 70% likelier to capture a new market than companies lacking diverse leadership[2]

Build Resilience

Better than their more homogenous counterparts at withstanding unanticipated changes and adapting to external threats[3]

Links to sources: 1) ScienceDaily; 2) Harvard Business Review; 3) BCG

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Inclusion

We are committed to cultivating a culture of respect and equal opportunity

40+
countries

... with one single mission

Each individual, regardless of any aspect of their identity...

gender | age | nationality | sexual orientation
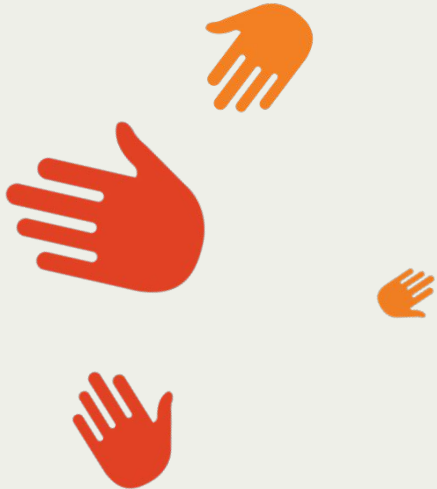ethnicity | religion | disability status | other

... should feel welcome, valued, and included at Xapo

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Inclusion

Each of us is responsible for fostering an inclusive environment, where all Xapiens are comfortable bringing their whole selves to work every day

DIVERSITY

INCLUSION

In meetings and other team collaboration, we must ensure that all voices are heard and considered

We encourage new ideas regardless of what level, department or location in the organization they come from

Developing a diverse and inclusive environment is an ongoing effort at Xapo:

- Training

- Work to overcome our unconscious biases

- Question our assumptions

- Openly communicate and ask questions to broaden our understanding

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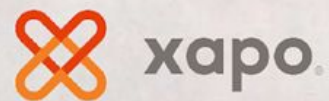
Questions? Contact your Recruiter.
We can't wait to meet you!