

## Crédit Agricole Corporate And Investment Bank

Crédit Agricole CIB is the Corporate and Investment Banking arm of the Crédit Agricole Group, the world's n°11 bank measured by Tier One Capital (The Banker, July 2016). The Bank offers its clients a comprehensive range of products and services in capital markets, investment banking, structured finance and corporate banking, structured around six major divisions:

- Client Coverage & International Network
- International Trade & Transaction Banking
- Global Investment Banking
- Structured Finance
- Global Markets
- Debt Optimisation & Distribution

The Bank provides support to clients in large international markets through its network with a presence in major countries in Europe, America, Asia Pacific and Middle East and North Africa.

For more information, please visit its website at [www.ca-cib.com](http://www.ca-cib.com)

In the frame of our strategic plan in Asia, Hong Kong branch is now due to grow considerably to sustain Crédit Agricole CIB development. We are now seeking dedicated and motivated candidates to fill the following position.

### **Trainee, Capital Markets Operations (One Year Contract)**

This trainee position provides you opportunity to gain operations experience in the Capital Markets Department which is responsible for all the operational support functions (Middle and Back Office) supporting market activities. You will develop various skills: knowledge of financial products and financial market environment.

We are recruiting a total of **3 Trainees** and you will be assigned to one of the Operations Teams.

### **Key Responsibilities**

- Assist in the day-to-day support of the capital market Back Office / Middle Office activities with focus on accuracy and completeness
- Conduct study, investigation or other ad-hoc assignments as directed by the team head
- Engages in direct contact with internal or external clients to ensure quality and timely services in trade support / processing and inquiries are provided.
- Handle daily reporting for internal control
- Work with senior staff to update/establish working procedures
- Inform team leader of unusual booking and settlement matters when identified.

### **Requirements**

- Recent university graduates with less than 12 months of working experience
- Understanding of financial markets fundamentals
- Knowledge of financial products
- Good judgment, alertness and common sense
- Good analytical, organizational and interpersonal skill
- Comfortable with multi-tasking and able to work under pressure
- Able to work independently with minimal supervision
- Fluent in English and either Chinese OR French
- Solid computer skills, with a good knowledge of Microsoft Office Application
- Willing to work on holidays or overtime while overseas or international markets are open
- Perfectly at ease in a multi-cultural environment
- **Immediately available preferred / Graduating Class in December 2017 will also be considered**

### **Application Method**

Please apply for this role on our [Career Website](#). A rewarding package will be offered to successful candidate. We also provide you with medical, life insurance benefits and provident fund scheme.

*Personal data provided by job applicants will be used strictly in accordance with the employer's personal data policies, a copy of which will be provided immediately upon request.*

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### **Trainee, IT Projects (One Year Contract)**

#### **Summary**

As an IT trainee, you will have an exposure to various IT areas including IT support, project management and business analysis. In particular, you will have an exposure on the regulatory projects like MIFID II and other local Asian regulatory projects.

#### **Key Responsibilities**

- To co-ordinate the projects related to regulatory requirements.
- Assist in rollout and follow up on the post-migration issues.
- Need to work independently in liaison with Operations and IT teams (local and overseas)

#### **Role Requirements:**

- Degree holder in Computer Science or related discipline with less than 12 months' full-time experiences
- Good organizational and time management skills
- Problem-solving skills
- A good eye for detail
- Good knowledge in SQL
- Proactive and quick learner, independent and proven ability to work under tight target and pressure
- Good team player with excellent interpersonal skills
- Good command of English

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