

About Crédit Agricole Corporate and Investment Bank (Crédit Agricole CIB)

Crédit Agricole CIB is the corporate and investment banking arm of Crédit Agricole Group, the 12th largest banking group worldwide in terms of tier 1 capital (The Banker, July 2020). Nearly 8,400 employees across Europe, the Americas, Asia-Pacific, the Middle East and Africa support the Bank's clients, meeting their financial needs throughout the world. Crédit Agricole CIB offers its large corporate and institutional clients a range of products and services in capital markets activities, investment banking, structured finance, commercial banking and international trade. The Bank is a pioneer in the area of climate finance, and is currently a market leader in this segment with a complete offer for all its clients.

For more information: www.ca-cib.com

Commercial Banking Trainee (One Year Contract)

Summary

Assist and support the Relationship Manager ("RM") and/or the Head of Multinational Corporation clients - HK to manage a portfolio of MNC clients. **Ideal candidate should have completed all graduation requirement and is available to report duty in June 2021.**

Key Responsibilities

Either through his/her own action or under the guidance of the RM / Head of MNC clients - HK:

- Handle Know Your Customer ("KYC") on-boarding /periodic review, including liaising with clients and all internal related departments.
- Handle all offshore booking transactions.
- Interface with clients day-to-day account service issues / product enquiries/ KYC due diligence on clients and on daily transactions;
- Make sure compliance principles, internal and external rules/ regulations are applied in assisting in managing the commercial relationship, doing KYC due diligence, and handling the daily transactions with clients.
- Proactively manage risks related to each transaction, along with the concerned business lines, to anticipate default situations and minimize specific provisioning.
- Report to the RM on administrative issues to be solved, commercial incident and significant change in client's facility utilization or using accounts, on information regarding business opportunity with clients.
- Foster our credit distribution and liquidity collection.
- Assist in preparing credit packages and follow through the credit approval process till activation of the facilities.
- Assist in documentation negotiation for account opening or credit facilities from time to time.
- Assist in preparing internal reports for the MNC team.
- Assist in the marketing of commercial banking products.

Requirements

- Bachelor or Master Degree in Finance, Business, Economics or related disciplines with less than 12 months' full-time experiences
- Internship experiences in credit and/or conducting KYC and/or customer service in commercial banking field and with exposure to multinational corporations / financial institutions preferred
- Commercial banking product knowledge and/or experience preferred – i.e. bank accounts, loans, trade finance, foreign exchange, syndications, cash management etc.
- Excellent interpersonal and communication skills with strong attention to details; good organization skills
- Good credit analysis and report writing skills
- Strong negotiation skills and Team player
- IT literate
- Fluent in English, Cantonese and Mandarin.

Application Method

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Coverage Trainee for Financial Institutions Group (One Year Contract)

Summary

To support continuous business growth of the Financial Institutions clients in Hong Kong, Macau, the Philippines and Vietnam.

The ideal candidate should complete their Master/Bachelor Degree requirements by June 2021 and is available to start the position in May or early June 2021.

Key Responsibilities

- Facilitate KYC process through external and internal communication.
- Assist on documentation negotiation, such as ISDA, CSA, GMRA.
- Prepare internal memos and call reports.
- Collaborate closely with Senior Banker, and Risks department on credit monitoring and overall portfolio risk management. To assist Senior Banker in annual credit review preparation.
- Preparing performance reports & providing related information to management when needed.
- Prepare presentation and market intelligence for clients to maintain relationship.
- Efficient, good attitude, willingness to learn & good team work spirit.
- Ensure that all administration associated with the portfolio is done accurately in accordance with laid down procedures and on a timely basis.
- Ad hoc requests/projects

Requirements

- Master/ Bachelor degree holders, with strong academic background in Finance, Economics or relevant major with less than 12 months of full time working experience
- Strong communication and problem solving skills with ability to provide solutions
- Self motivated and hardworking with a strong sense of commitment and responsibility
- Proficiency in Microsoft Excel, Word, PowerPoint and other PC applications
- Responsible, self initiative, positive attitude, attentive to details & hardworking
- Fluent in both written and spoken English, Cantonese and Mandarin is a plus

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Global Markets Sales Trainee (One Year Contract)

Summary

The successful candidate will join one of our Global Markets sales teams engaged in FX and Interest Rate products. Successful candidate will work closely with senior salespeople to support the daily activities of servicing clients and marketing new products.

The ideal candidate should complete their Master/Bachelor Degree requirements by June 2021 and is available to start the position in August 2021.

Key Responsibilities

- Work with research team on day-to-day basis to provide market information and forecasts to clients.
- Provide support to senior Sales in preparation of marketing materials, trade execution, and post-trade follow up;
- Coordinate various tasks which are involved in transaction executive or facilitation of business (Middle Office, Operations, Legal, Compliance, credit support, valuation, client service).
- Get acquainted with global capital markets, financial instruments & various structures promoted by the Bank;
- Learn how to utilize specialized software to perform daily routines, including spreadsheet-based modelling.
- Support the team to prepare marketing materials and publications

Requirements

- Master/ Bachelor degree holders, with strong academic background in Accounting, Business, Finance, Economics, Mathematics, Statistics, Financial Engineering, Science or Engineering with less than 12 months' full time experience
- Strong analytical skills and quantitative skills, prior experience in global financial markets products will be an advantage
- Strong communication and problem solving skills with ability to provide analysis and solutions
- Self-motivated and detail minded with a strong sense of commitment and responsibility
- Proficiency in Microsoft Excel, Word, PowerPoint and other PC applications
- Responsible, self-initiative, positive attitude, attentive to details & hardworking
- Fluent in written and spoken English and Mandarin

Application Method

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Project Trainee for Organization Department (One Year Contract)

Summary

Within Crédit Agricole Corporate & Investment Banking (CA-CIB), you will join the Organization department which is in charge of transversal projects and tasks. Organisation directly report to COO (Chief Operation Officer) to assist him/her with optimization and continuous improvement of bank processes.

In the energizing and dynamic atmosphere of Corporate and Investment Banking in Hong Kong, you will assist the Head of Organization in the daily duties. You will particularly focus on **Information System Security, end-user support, Business Continuity Plan (BCP) tasks, and transversal projects.**

You will be liaising with APAC CA-CIB branches, IT, Head Office and all departments.

You will have to get familiar with tools, systems and processes we are using internally.

The ideal candidate should have completed all bachelor/master degree requirement by then and ready to start working in April/May 2021.

Key Responsibilities

Assisting BCP Manager to coordinate Business Continuity Plan

- Coordinate with all Business Lines for BIA and Drills
- Regional coordination with ORG team in Asia
- Process review and enhancement, set-up analysis
- Contact with the BCP vendors
- Remote work management
- Presentation, minutes, procedures formalization, documentation update
- Test analysis, Test report formalization

Ensure Information System Security and Controls

- HO ISS roadmap controls
- Local/Regional initiated controls / benchmark and gap analysis

Projects

- Gap or matrix analysis, process review and proposal for enhancement
- Formalization of new procedure / workflow charts / methodology document
- Implementation and deployment

Other

- BAU tasks
- Ad hoc analysis

Requirements

- Bachelor degree with less than 12 months' full-time experiences
- Internship experiences in similar area will be appreciated
- Computer proficiency in MS Word, Excel (advanced level, VBA would be a plus) and PowerPoint; Access and PowerBI is a plus
- Excellent command of spoken & written English
- Good team player, proactive and with good organizational skills
- Autonomy, rigor, curiosity, dynamism
- Committed and accountable

- Immediate availability is preferred

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Research Trainee for Global Markets (One Year Contract)

Summary

Playing a supporting role to the Hong Kong GMD Research team. Macro-strategist assisting in macro, rates and FX fundamental calls for selected markets in Asia ex. Japan.

The ideal candidate should complete their Master/Bachelor Degree requirements by June 2021 and is available to start the position in August 2021.

Key Responsibilities

Provides support to the Hong Kong GMD Research team, in particular as relates to:

- Production and distribution of team publications.
- Participating in regular Research reports (including periodical publications).
- Setting Asia ex. Japan forecasts.
- Marketing the Asia ex. Japan view with clients – in particular, the associate will play a role in Asia marketing (roadshows, group seminars, one-to-one meetings aimed at explaining Credit Agricole CIB research view on Asia ex. Japan).
- Supporting sales/traders with expertise on the above.
- Interacting intensively with the desk and the rest of the Research team.
- Other supportive functions to the Hong Kong team as needed.

Requirements

- Bachelor / Master degree in Economics with less than 12 months' full-time experiences
- Good knowledge of Asia ex-Japan economies, FX and rates markets preferred.
- Internship experiences on a sell-side Research desk with involvement of covering EM Asian economies and markets is preferred but not required.
- Good communication and presentation skills and a strong appetite for client contact.
- Ability to meet tight deadlines.
- Strong team player.
- Fluency in written and spoken English and Mandarin.
- Skills in modelling/econometrics.

Application Method

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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.

The ideal candidate should either be immediately available or completing their graduation requirement by June 2021 and are ready to start working in June 2021.

Key Responsibilities

- Assist in the day-to-day support of the capital market Back 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
- 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

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Trainee, Financial & Strategic Planning (One Year Contract)

The incumbent will join the Asia Pacific (APAC) Financial & Strategic Steering (PIL) team, which is part of the regional finance team based in Hong Kong. The PIL APAC team is covering the entities of the Bank in APAC (Japan, Hong Kong, Singapore, India, Korea, Australia, China, Taiwan), when it comes to:

- Asset Liability Management (ALM) including management of liquidity risk, interest rate risk foreign exchange risk, capital management, etc.
- Performance monitoring including transactions' profitability computation, franchise/portfolio profitability analysis etc.
- Fund Transfer Pricing, defining liquidity costs/remuneration for local currencies
- Financial steering, ensuring that scarce resources of the Bank are efficiently used

The incumbent will develop an overview of the Bank business in the region, from transactions origination to franchise profitability, through financial management. She/he will get exposure to a large number of internal stakeholders, from both Front Office (Business Lines, Coverage teams) and Support Function (local Finance, Risk departments), across Asia Pacific.

The ideal candidate should complete their Master/Bachelor Degree requirements by June 2021 and is available to start the position in July/August 2021.

Key Responsibilities

1. **Asset & Liability Management (ALM):** produce all ALM related indicators used by team to monitor ALM risks, including presentation material used for the monthly regional Liquidity Risk Committee. Ensure that the team APAC regulatory mapping is exhaustive and up-to-date at any point in time. Perform ad hoc analysis on any hot topic as requested by senior team members.
2. **Performance monitoring:** work with the Business Lines during the origination process, validate the profitability computation for new loans. Ensure consistent approach in profitability computation in particular for derogatory pricing, maintaining a database of historical derogatory pricing. Contribute to ex-post profitability analysis prepared by the team for senior management.
3. **Financial steering:** support senior team members in monitoring the usage of scarce resource within APAC (Capital, Liquidity, RWA, Balance-sheet size etc.), developing metrics and regular ad hoc analyses to identify APAC P&L drivers, and levers for profitability improvements. Monitor forecast landing vs. budget, for all metrics followed by team (NBI, RWA, profitability etc.). Track the economic benefits expected from scarce resource allocation. Support senior team members on regional budget preparation
4. **Project management / change management:** Identify, propose and implement process and tools improvement to lower the production workload of the team:
 - Identify areas for improvement
 - Propose alternative approach/tools/processes
 - Pitch solution to obtain resources
 - Implement changes in project mode (formalization of objectives, planning follow-up, stakeholders update etc.)

Requirements

- Bachelor or Master's graduate in Finance or IT or engineering with less than 12 months of full time experience
- Relevant Internship experience preferred, candidates with Big 4 or consulting firm experiences is also appreciated
- Strong analytical, communication and presentation skills
- A proactive learner and self-starter and be autonomous in the tasks allocated to her/him
- Advanced Word, PowerPoint and Excel user.
- Knowledge in coding language (or more) is required and data visualization software (Power BI, Tableau, etc.) is a plus

- Proficient in English (oral and writing) and Chinese (Cantonese and/or Mandarin) is a plus

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Trainee, Market Risk (One Year Contract)

Summary:

The Trainee will assist Market Activity Monitoring (MAM) team to perform market-risk related reporting and tasks. Priority will be given to those who have already completed their degree requirements and ready to start working in short notice.

Key Responsibilities

- Produce and analyse P&L and market risk exposures in global market activities.
- Performs risk and P&L consolidation reporting for Asia.
- Ensures integrity, accuracy and consistency of P&L and risk data reported in various systems.
- Performs secondary controls on data fed by local MAM to regional and Head office consolidation systems
- Performs ad-hoc analysis on risk and P&L as required by regional MAM or risk managers.

Requirements

- Bachelor / Master Degree in Risk Management, Data Science, Statistics, or Mathematics with less than 12 months' full time experiences
- Good understanding of Asian fixed income markets and the mechanics of related market products, especially on risks and valuation. Prior experience in product control or market risk function would be an advantage
- A detailed oriented, team player and having ability to get things done in timely manner
- Proficient in Microsoft Excel, VBA programming, and database application (MS Access, SQL, Sybase)
- Fluent in English

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Trainee, Quantitative Research (One Year Contract)

Summary

In CA-CIB, the Quantitative Research (QR) team is present in Paris, London, New York and Hong Kong. Its main mission is to define and develop models and methods used by the trading to price and hedge derivatives products.

In Hong Kong, the quantitative research aims to:

- support/train the local trading on all models/methods developed by the QR team
- contribute to studies and implementation of models in coordination with the QR team

The ideal candidate should complete their Master/Bachelor Degree requirements by June 2021 and is available to start the position in August 2021.

Key Responsibilities

- Studies of models to test their efficiency with focus on Profit & Loss and hedges stability when market data move (in particular volatility surface and dividends for equities). These studies could be made in particular using back testing tools developed by the QR team.
- Provides support to the local trading teams (Credit, Rates, Structured Rates and Hybrids) regarding the models developed by QR team
- Work closely with the QR Teams in Hong Kong and Paris and provide assistance if required

Requirements

- Bachelor or Master Degree in Financial Mathematics or Financial Engineering with less than 12 months' of full time working experience
- Previous internships in Banking and Global Markets preferred
- Possess strong mathematical background and financial markets knowledge
- Strong communication and interpersonal skills, motivated, rigorous and team-oriented
- IT literate (must be proficient in C++ in particular)
- Fluent in English

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