CREDIT SUISSE Job Description

Investment Banking (IB) Operations

Description

Investment Banking (IB) Operations is responsible for the management and execution of millions of securities transactions on a daily basis. Our responsibilities include trade processing, confirmation, settlement, fail management, margin asset servicing, risk management, client services and strategic change management. Summer Analyst opportunities exist across most of the above IB Operations areas.

In partnership with Securities Sales & Trading, Prime Services, Information Technology and other teams from across the Bank, Operations professionals help develop and manage products, processes and services in ways that maximize profitability while minimizing risk. We apply a continual focus on improving productivity and efficiency, while seeking new and innovative ways to support clients’ changing needs.

Program / Training

The Summer Analyst (Intern) Program runs for 10 weeks in Hong Kong and Interns are given real work/projects to complete and further their experience of the working world. Interns participate in a cross-divisional Program of training including Credit Suisse Induction/Orientation, Senior Business Speaker sessions, Financial Markets Learning, Teambuilding and Philanthropic Activity and a ‘Meet the MD and Director’ project.

In addition to this, each Intern is set clear objectives and managed to these by their manager through mid and end of Internship Reviews. Constructive feedback for improvement is provided throughout the Program by the manager. IB Operations specific activities/learning are also organised as part of the Program as well as ‘Buddy’ system to help support the Intern.

Please note that the Summer Analyst (Intern) Program is not open to those that have already graduated. Qualifications and Eligibility Interested candidates must be a penultimate year student from a Bachelor or Master’s degree program, and have a strong interest in building a career in the Asia Pacific region. Credit Suisse is noted for the diversity of its employees, but seeks candidates with a common set of abilities – highly motivated and creative individuals who have demonstrated academic achievement, and have the ability to work independently and as a member of a team. We'll be looking at your potential, your ability, your academic background and your extracurricular activities. We're looking to build future leaders who add fresh perspectives to our business.

Qualifications

Whatever your background, you’ll need to be:
- A motivational leader with a strong sense of personal integrity; able to inspire confidence and loyalty
- Self-motivated and resourceful; able to multi-task and focus on delivering results An enthusiastic team member who collaborates well with others and builds strong working relationships
- An articulate communicator who also recognizes the importance of listening
- Resilient, flexible, open to feedback and focused on achieving excellence
- Client-focused and committed to developing creative solutions
- Analytical and logical, with raw intellectual ability

Credit Suisse Overview

As one of the world’s leading financial services group, Credit Suisse provides its clients with investment banking, private banking and asset management services worldwide. Founded in 1856, Credit Suisse has a long tradition of meeting the complex financial needs of a wide range of clients, offering advisory services, comprehensive solutions and innovative products to companies, institutional clients and high-net-worth private clients globally. The Credit Suisse Group is active in over 50 countries and employs approximately 40,000 people. Further information can be found at www.credit-suisse.com.

Equal Opportunities

Cultural diversity is essential to our success. As such, we employ people from more than 100 countries. Credit Suisse empowers employees to work openly and respectfully with each other and with clients, ultimately striving to deliver superior results while offering initiatives and programs to assist employees achieve a healthy work-life balance.

Credit Suisse is an Equal Opportunity Employer and does not discriminate in its employment decisions on the basis of any protected category.
To the extent permitted or required by applicable law, a candidate who is offered employment will be subject to a criminal record check and other background checks before the appointment is confirmed.

**How To Apply**
In addition to applying through your career office system (if applicable), all interested candidates MUST complete an application on the Credit Suisse website – www.credit-suisse.com/careers - for consideration. ***Please note you may only submit a maximum of three (3) applications.

Application deadline: 31st December 2010