[BNP Paribas Seoul Branch]
Global Markets Graduate Trainee - Global Macro Sales & Trading

In Asia Pacific, BNP Paribas is one of the best-positioned international financial institutions with an uninterrupted presence since 1860. Currently with over 18,000 employees* and a presence in 13 markets, BNP Paribas provides corporates, institutional and private investors with product and service solutions tailored to their specific needs. It offers a wide range of financial services covering corporate & institutional banking, wealth management, asset management, insurance, as well as retail banking and consumer financing through strategic partnerships.

Worldwide, BNP Paribas has a presence in 68 markets with more than 193,000 employees. It has key positions in its three main activities: Domestic Markets and International Financial Services (whose retail-banking networks and financial services are covered by Retail Banking & Services) and Corporate & Institutional Banking, which serves two client franchises: corporate clients and institutional investors. Asia Pacific is a key strategic region for BNP Paribas and it continues to develop its franchise in the region.

* excluding partnerships

BNP Paribas offers you an exciting career in an international business environment that is fast-paced, diverse and focuses on creating high-value relationships with our clients. We offer competitive salary and benefits, as well as a working environment where you're valued as part of the team.

The Graduate Programme is a comprehensive 24 month programme designed to equip graduates with the technical skills and individual competencies to embark upon a successful career within the BNP Paribas Group. This opportunity includes a formal mentoring programme, graduate community initiatives, relevant technical training and on-the-job learning from our senior managers and highly experienced team members.

[Direct Responsibilities]
<u>Trading</u>
- Buy & sell a defined range of rates and FX instruments (as per desk mandate) for our clients and take positions on behalf of the bank within defined limits to facilitate client business
- Provide market liquidity through market making in a defined range of FX and Rates instruments (as per desk mandate) and limits put in place hedging if appropriate
- Monitor market news and events and evaluate the risk and opportunities for positions and strategy
- Closely follow-up the counterparty risk and any potential excess of credit line all market risks and any limit excess

<u>Booking</u>
- Ensure all pre-trade requirements are conducted (credit lines check in particular)
- Ensure that all transactions are timely and accurately booked in appropriate capture systems
- Ensure that all transactions are timely sent to middle office and / or back office
- Work with operational support functions to facilitate and monitor the settlement process
- Respond swiftly to any issues escalated from MO and BO staff

<u>Index Contribution</u>

- Submitters and reviewers as well as their respective back-ups of the contributions are expected to comply strictly with the Group policy regarding their professional standards, as well as their duty to support the market integrity (Group Code of Conduct Principles). They are to comply with all local requirements prescribed by the Authority on such contributions
- Any attempts to manipulate submissions are subject to the disciplinary procedures, sanctions according the Group policies.
- Bonds end of day marking can be used for Iboxx contribution

PnL

- Contribute to the daily P&L at the close of the day and facilitate its confirmation by Middle-Office
- Prepare a P&L explain each day and escalate any unexplained elements to desk head for sign off
- Provide management with accurate information to analyse the P&L structure
- Monitor the level of broker fees ensure their relevance vis a vis the current market practice and desk activity
- Work closely with the procurement group and Middle Office to minimize broker and custodian fees

Sales

- Support the relevant staff to perform BAU Sales tasks under the guidance of relevant staff, including but not limited to preparation of marketing material, market research and analysis, trade execution and booking and reconciliation, and compilation
- Utilize all BNPP programs and tools for client/internal trade activities and product offerings
- Learn and develop professional client communication and marketing, both existing and new client base
- Learn and develop bank's product offerings to clients
- Follow up / finalize trade flows, to responsibly carry out client trades
- Assist to run regular news clipping, market data and other relevant market information under the guidance of the relevant staff
- Support administrative and sales process/work for the team under the guidance of the relevant staff
- Attend relevant OJT sessions to improve understanding on the financial market and products
- Coordinate inter-departmental projects involving diverse stakeholders
- Translate various corporate documents from Korean to English, vice versa
- Utilize good computer skills (i.e. Microsoft Excel, PowerPoint, Word)
- Comply with regulatory, contractual and internal authorized framework

Communication, Teamwork and Training

- Maintain fluid communication with other front office teams
- Demonstrate a high level of interpersonal and communication skills in a teamwork setting
- Keep all Business Partners in the loop of major organization change that may impact the soundness of operations
- Help Business Partners understand business priorities and requirements
- Contribute to the continuous improvement of process and systems
- Inform management of any major operational incidents, specific risks arising or P&L potential damage and any potential client related conduct/regulatory issues
- Attend relevant regulatory and product/skill training and keep up-to-date with market issues

Compliance and Risk Management

- Comply with regulatory, contractual and internal authorized framework
- Work closely with compliance and legal in handling counterpart or exchanges complaints

- Request a New Activity Committee or TAC to be held whenever required. Hold a Transaction Approval Process (AC) is whenever required or involve risk, compliance or LTMG when a transaction present an unusual risk
- Report swiftly all operational incidents to Sales & Trading Business Management
- Respect confidentiality and pay attention to detail

[Technical and Behavioral Competencies required]
- Understanding financial market as entry level.
- High level of work ethics and conduct mind set.
- Basic knowledge of FX, Rates, Credit, Commodity and Fixed Income products and mechanism.

[Experience and Qualifications required]
- Undergraduate / Post-Graduate
- Communication skill : English and Korean

[Application]
Apply via
https://group.bnpparibas/en/careers/job-offer/2023-apac-graduate-programme-global-markets-south-korea

[Notification]
- Only short-listed candidates will be contacted for interviews