



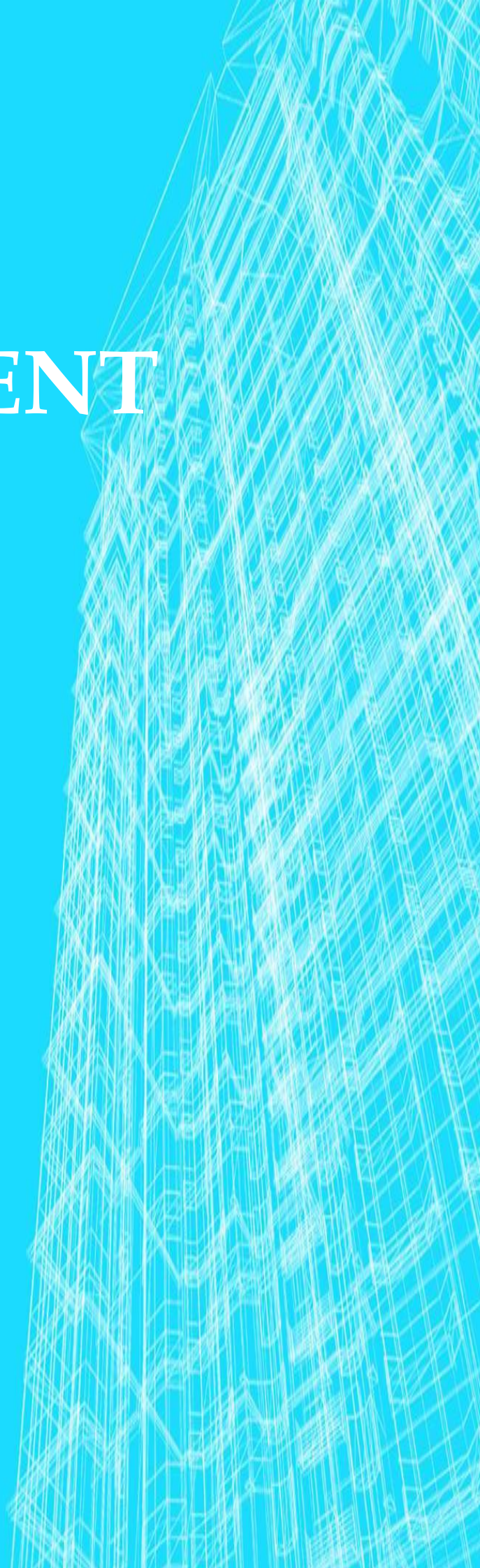
**CHINA SECURITIES (INTERNATIONAL)  
FINANCE HOLDING COMPANY  
LIMITED**

**2017 MANAGEMENT TRAINEE PROGRAM**

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# MANAGEMENT TRAINEE PROGRAM 2017





# PROGRAM OBJECTIVE

- Provide the brightest professionals with comprehensive trainings while enhance CSCI's competitiveness by nurturing a group of talents



# TARGET AUDIENCE(S)

- Fresh postgraduates in relevant disciplines who have good records of academic achievement of GPA 3.2 or above from recognized local or overseas universities;
- HK citizenship, citizenship in the PRC or Right of Abode in Hong Kong, or overseas nationals who are eligible for employment in Hong Kong under the Hong Kong Immigration Policy;
- Possess previous internship experience, preferably in financial institutions;
- Good command of Mandarin and English.

# PROGRAM FEATURE

- **Guidance from Senior Executives**
  - Trainees will have a chance to work with a team of executives to gain first-hand job experience.
- **Assistance of a Mentor**
  - Each trainee will be assigned a mentor during the program. Many mentors who once were management trainees shall draw on their own experiences to support and guide with understanding and empathy.
- **Professional Skills Development**
  - CSCI offers the essential product knowledge and technical trainings to trainees. Human Resources Department will also regularly organize soft-skill trainings, such as e-learning, presentation skill, financial modeling & valuation, etc.

# RECRUITMENT SCHEDULE

<b>Activity</b>	<b>Description</b>	<b>Timeline</b>
<b>Application</b>	Application opens	3 Oct - 13 Nov 16
<b>Selection Processes</b>	Written Test	Late Nov - Early Dec 16
	Panel & Individual Interviews	Mid Dec 16 - Early Jan 17
<b>On-board date</b>	6-month full-time work with ongoing trainings	Mid-Feb 17 or Aug 17

# PROGRAM CONTENTS

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6-month program: Work in the assigned department as a full-time intern

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Attend basic Bloomberg training and study SFC exam papers

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Attend trainings in relation to presentation, financial modeling and valuation, company analysis etc.

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Practical experience in deal pitching and execution, coached by seasoned investment professionals

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\*\* Require regular travelling for front-line positions

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# CAREER PATH



## Management Trainee

Ongoing mentoring, experience sharing & performance management

## Analyst

Upon completion of the MT Program:  
Possess individual development plan  
Continual talent management

Associate

Vice President

Associate Director





# PERFORMANCE ASSESSMENT

Two major considerations:

**Culture Integration:** Assessment of values, professional consciousness and behaviors that contribute to a unique and consistent culture.

**Execution Skill:** Assessment is related to understanding, planning, implementation and execution of tasks.

## 2017 MANAGEMENT TRAINEE PROGRAM

### PROGRAM INTRODUCTION



這是一家隨着中國資本市場不斷成熟而壯大的企業，  
是致力於實現客戶財富夢想的专业團隊組合，  
更是崇尚智慧和勤奮的職業發展平台。

China Securities (International) Finance Holding Company Limited (“CSCI”) was established in Hong Kong in July 2012. We aim to make substantial progress to realize our objective of becoming a full-service investment banking enterprise. Through its Corporate Finance, Asset Management, Brokerage, Investment Research and Financing businesses, we are committed to provide a comprehensive portfolio of investment banking products and services to meet a wide range of requirements from corporations as well as institutional and wealth management clients. We fully understand that the importance of nurturing employees is a key success and an integral part of an organizational development. That is the reason CSCI starts this “Management Trainee Program” where we place great emphasis on the learning and development of our employees.

The Management Trainee Program has been developed to provide the brightest trainees with on-the-job training opportunity while also enhance the Company’s competitiveness by nurturing a group of new talents. Our Executives from different departments will act as the mentors to pass on their expertise and skills to trainees, together with some internal training courses that can help develop trainees with a vision of their career goals. As our headquarters is in Beijing, there will an opportunity to get in business touch with the employees of head office to understand the Chinese business and culture deeply.

## **MANAGEMENT TRAINEE PROGRAM**

In the 6-month program, trainees under the Program will go through an induction training led by the business leaders to gain a better understanding of CSCI's business model and organization structure, as well as our achievements and developments. They will receive specific training activities such as business orientation, classroom training on financial markets, product knowledge, soft skill training, Bloomberg training and licensing examination. Trainees will be assigned to work at their selected department which is in their own career interests and preferences, and they will have lots of opportunities to participate in to business meetings, conferences & seminars from there which will equip them with fundamental financial knowledge & analytical skills and obtain broad based job knowledge through on-the-job training and develop their career focus.

Trainees will be assigned with a mentor who will lead them through the program, provide feedback, and submit evaluation at the end of the program. Trainees who can pass the evaluation will be assigned with an official position and grade in one of the preferred departments.

## **GRADUATE OPPORTUNITIES**

To meet our business needs and to match individual profiles and aspirations, we organise our graduate development programs in below departments:

1. Asset Management (AMD)
2. Corporate Finance (CFD)
3. Debt Capital Markets (DCM)
4. Fixed Income, Currencies and Commodities (FICC)
5. Institutional Sales & Trading (IST)
6. Structured Financing (STF)
7. Research (RCH)
8. Risk Management (RMD)



## **QUALITIES THAT WE ARE LOOKING FOR**

- self-motivated and dedicated to their career with an eagerness to embrace new challenges;
- have good communication skills and work well in teams to strive for the best results;
- good team player and a natural leader;
- adapt to change and respect corporate culture;
- think proactively and can make prompt responses to the changing business environment;
- have a drive for excellence and take ownership for continuous self-development.

## **APPLICATION REQUIREMENTS**

Applicants must fulfill the below requirements for application:

- Currently studying postgraduate degree or above in relevant disciplines in a recognized university;
- GPA must be at 3.2 or above or an equivalent standard;
- HK citizenship, citizenship in the PRC or Right of Abode in Hong Kong, or overseas nationals who are eligible for employment in Hong Kong under the Hong Kong Immigration Policy;
- With previous internship experience, preferably in financial institutions;
- Possess an excellent command of written and spoken Chinese (including Mandarin) and English.

## **SELECTION SCHEDULE**

Deadline for applications:	13 <sup>th</sup> November 2016
Written Tests:	Late November - Early December 2016
Panel & Individual Interviews:	Mid December 2016 - Early January 2017
Program start date:	Mid-February or August 2017

Please apply with a 1-page resume in Chinese and English quoting the program name and your preferred department in the 3-letter code e.g. “2017 MT Program Application – CFD” to the Human Resources & Administration Department via email to [recruitmt@csci.hk](mailto:recruitmt@csci.hk).

Please indicate your preference of **first 3 preferred positions** in the email content, for example:

1. Corporate Finance (CFD)
2. Structured Finance (STF)
3. Debt Capital Markets (DCM)

Shortlisted applicants shall be assigned with different assessment tools for different positions selected. Applicants should therefore take some time to familiarize themselves with the nature and requirements of each department before making the application. If you have extremely strong preference towards the 1<sup>st</sup> option or are not open to other options, you may indicate your 1<sup>st</sup> option only.

## **ENQUIREIS**

For any enquiries, please email your questions to [recruitmt@csci.hk](mailto:recruitmt@csci.hk) by quoting “Enquiry – 2017 Management Trainee Program”.

## FAQ - Management Trainee Program 2017

### A) About Selection

**1. Are there any underlying ratios between local and overseas graduates?**

We do not have a specific ratio. As a normal practice, we recruit bright graduates from both local and overseas universities that fit the program as well as our Company.

**2. What are the initial selection criteria?**

We look for graduates with potential to grow and have commitment to develop career in investment banking. You shall be a good team player, confident, have passion to strive for success and the ability to work in a fast-paced working environment.

**3. Is good academic result a must in the selection?**

Academic result is one of the most important factors but not the only one. We would like to know you from different aspects (such as experience, soft skills, etc.) in order to learn whether you match our company's needs to have long term mutual success.

**4. Do I need to have a particular degree for the function I apply for?**

We do not have any special requirements on the degree major or concentration of the applicant. We welcome candidates from all disciplines who can show their talents and abilities to apply for the particular position. However, candidates with relevant degree major for that particular position such as finance major for corporate finance position would be an added advantage.

**5. Can I apply if I am not a citizen of Hong Kong?**

We will accept candidates who are eligible to work in HK (e.g., local citizens or candidates holding permits that would allow them to work in HK). For other candidates who do not have the right to work in Hong Kong, if your assessment result is highly outstanding, we will consider your application seriously.

**6. I am currently studying abroad. How will I be contacted for the assessment?**

If you are unable to attend the recruitment activities in Hong Kong, we may consider making alternative arrangement for you. You are encouraged to inform us of your soonest availability in Hong Kong.

**7. What is the procedure for selection?**

Please refer to Page. 14.

**8. I have a few years of work experience and have applied for the MT Program before but was unsuccessful. Can I apply again?**

No, we only recruit 2017 fresh graduates. However, you may refer to other experienced openings in our Company.

**9. How do I know if my application is being considered?**

We will review all the applications and shortlist suitable candidates to join the next phase of the selection process. You will be informed via email or phone if you are being shortlisted.

**10. When will I be contacted for assessment after submitting my online application form?**

Qualified candidates will usually be contacted for assessment within one month after submitting their online application.

**11. Can I change my preferred department to work at after submitting my application?**

Candidates are required to indicate their first 3 preferred departments to work at on the application. If there is a change of thought after submitting the application, we will still go ahead to your original arrangement without option to change. Therefore, candidates should think clearly before they write on the application. Also, there is no job rotation in this program.

**12. I am only interested in joining one particular stream in CSCI. Can I apply one option only?**

Yes, you may state your preference in your application. We carefully consider a trainee's interests, preferences, personality and other indicators, as well as CSCI's own business needs when determining the business stream to which trainees are seconded.

## **B) Management Trainee Program Details**

**1. What is the salary and benefits package of the program?**

CSCI offers competitive salary and benefits package to Management Trainees. You will find out more during the recruitment process.

**2. When will the Management Trainee Program commence?**

The program usually starts in February or August of the year, depending on the graduation time.



### **3. How is the program structured?**

This is a full-time internship with a period of not less than 6 months. Upon completion with satisfactory performance, trainees will be assigned with an official position in a preferred department.

### **4. Will I have the opportunity to work in China?**

Each management trainee will be assigned to different job postings during the MT program. Some of the job postings may require trainees to go on business trips or be relocated to another city according to business needs.

## **C) About Professional Development**

### **1. Will I stay in the same department or will I rotate across different departments during or after the Management Trainee Program?**

In general, trainees are encouraged to stay in the same department during the entire Management Trainee Program. If there is no special reason, trainees must complete the whole of the program in the same department. However, trainees will have opportunities to work with professionals from other departments from where experience sharing and knowledge transfer can be gained.

### **2. What training can I equipped if I became a MT in CSCI?**

There will be different kinds of training activities for building your personal effectiveness and execution skills with strong career focus. There will be a mixture of classroom training, job attachments, group-wide projects and assignments.

## **D)General**

### **1. How can I apply?**

Please apply with a 1-page resume in two versions of Chinese and English quoting the program name and your preferred department in the 3-letter code e.g. "2017 MT Program Application – CFD" to the Human Resources & Administration Department via email to [recruitmt@csci.hk](mailto:recruitmt@csci.hk).

### **2. Who can I contact about the Management Trainee Program?**

You may contact us via email at [recruitmt@csci.hk](mailto:recruitmt@csci.hk) if you have any enquiries.



中信建投國際

China Securities International



Thank You.

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