

# GRADUATE TRAINEE PROGRAMME 2020

*Retail Banking / Commercial Banking /  
Financial Markets / Finance / Risk Management /  
Business Support*

Stay Passionate  
To be a Professional



We are an Equal Opportunities Employer. Data collected would be used for recruitment purposes only. Applicants who do not hear from us within 8 weeks may consider their applications unsuccessful and their data will be destroyed within 12 months of receipt.



# About NCB

We have laid our concrete banking foundation in Hong Kong for **70 years** to provide professional and efficient banking services to both commercial and personal customers.



On **30 May 2016**, NCB officially became a **wholly-owned subsidiary of China Cinda Group** 中國信達集團 ("Cinda Group"). China Cinda Asset Management Corporation was the first asset management company established in April 1999 pursuant to approval of the State Council. The underlying development strategy towards the future as: Leveraging the platform of Cinda Group, we fortify the development of traditional banking business with a focus on clients.



Since **1982**, we established our **first branch in Shenzhen**, the first foreign bank branch on the mainland, for which became one of the branches of NCB(China) today. In December 2007, NCB(China) was commenced to further expand NCB's development on the mainland.

# Awards of 2019



香港銀行學會  
「2019年人才發展獎」



香港中小型企業總商會  
「2019年中小企業最佳  
拍檔獎」



新城財經台  
「卓越跨境企業銀行服  
務品牌」及「卓越跨境  
個人銀行服務品牌」



# Our Corporate Culture

## Vision

To be a Professional and Prestigious bank in the region

## Mission

Nurture staff by offering career development opportunities

Create values by delivering superior returns to shareholders

Build customer satisfaction by providing quality service

## Values

Social  
Responsibility

Performance

Integrity

Respect

Innovation

Teamwork

# Openings for Graduates

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Management Trainee

Graduate Trainee

Retail Banking

Commercial  
Banking

Financial  
Markets

Finance

Risk  
Management

Business  
Support

# Openings for Graduates

## Starting Position:

Assistant Personal Banking Manager

## Responsibilities:

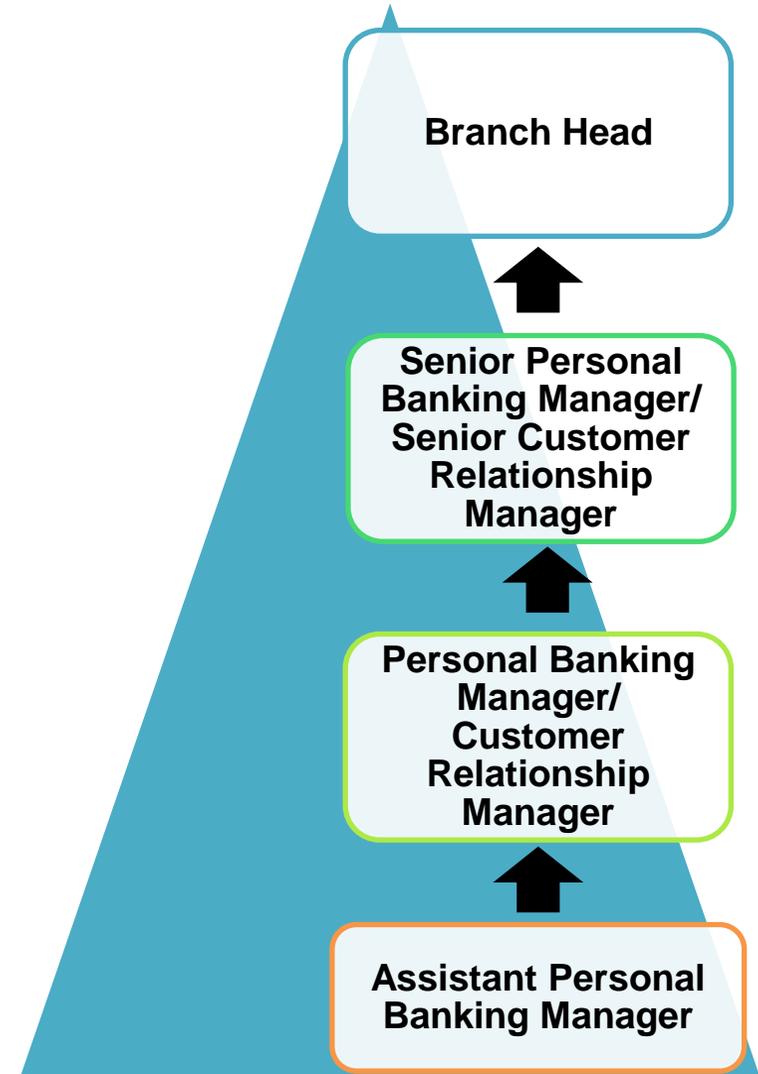
- Provide superior and professional customer services and develop long-term relationships with our retail banking customers;
- Explore and identify their financial needs, provide solutions and introduce retail banking, insurance products and services to fulfil such needs.

## What you will learn:

Your time and effort to establish and strengthen long-term relationship with a strong base of retail customers shall pave your career as a professional banker in the retail banking industry. Thus this is also a foundation role for your fast-track development as a Customer Relationship Manager, Wealth Management to build up the rapport with our high net-worth customers and provide solutions about financial planning in the soon future.



## Career Path:



# Openings for Graduates

## Starting Position:

Assistant Branch Operations Manager

## Responsibilities:

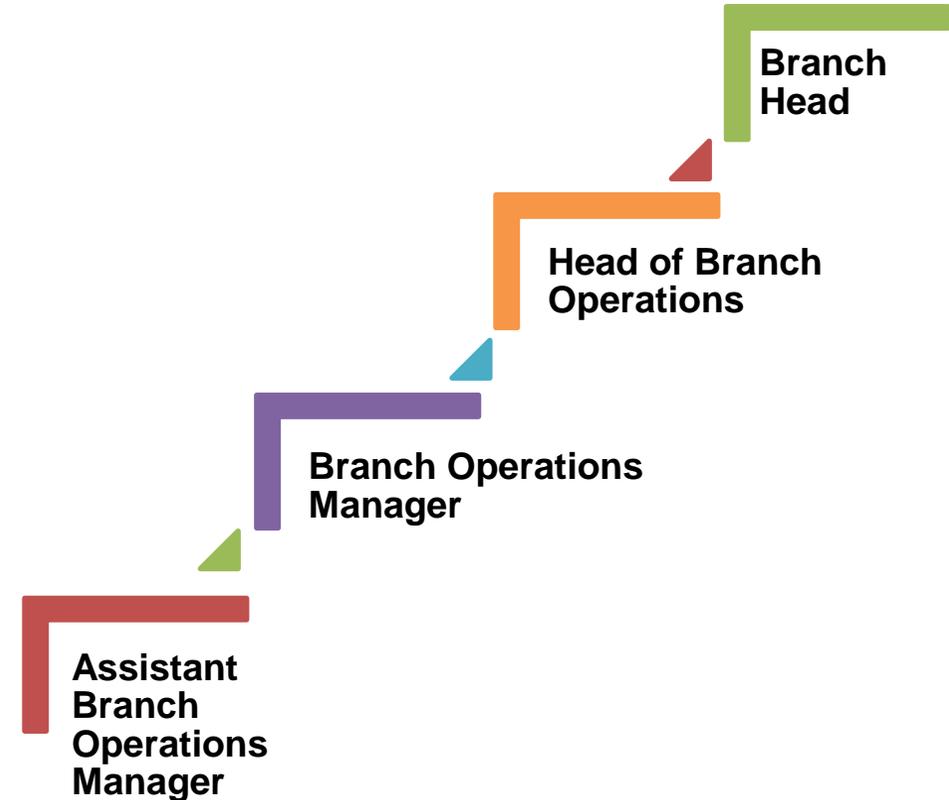
- Monitor all kinds of branch operations;
- Supervise and monitor the counter services to ensure smooth and efficient day-to-day operations with emphasis on high quality of customer services;
- Monitor various account transactions, verify relevant documents and procedures to ensure the branch business is operated strictly according to all the legal and compliance requirements.

## What you will learn:

Your detailed and organized mindset and service-oriented attitude will be further enhanced to prepare yourself to be a successful banker in supervising the whole branch operations.



## Career Path:



# Openings for Graduates

## Commercial Banking

### Starting Position:

Assistant Relationship Manager

### Responsibilities:

- Take care of the commercial accounts of corporate clients in Hong Kong and Southern China;
- Understand their financial needs and provide comprehensive financial strategies and trade finance solutions to help them achieving their long term business goals;
- Evaluate their needs, analyze their borrowing capacity, develop customized credit proposals and review their commercial loans portfolio.

### What you will learn:

By building and strengthening the relationship of the bank with our corporate customers and serving as their financial partners, you will have thorough understanding on the business which makes you become a professional banker in commercial banking.

### Career Path:



# Openings for Graduates

## Financial Markets

### Starting Position:

Junior Dealer

### Responsibilities:

- Assist in dealing activities in different financial markets to maximize the Bank's profitability;
- Understand and interpret current market dynamics, handle enquiries and provide up-to-date financial news and market information to internal and external clients.
- Assist to formulate the strategy of the treasury management, conduct economic forecast and evaluate the market trend to identify hedging and investment opportunities.

### What you will learn:

You will keep updating the market movements in the financial markets which makes you become a professional analyst in the soon future.

### Career Path:



# Openings for Graduates



## Starting Position:

Assistant Financial Management Manager

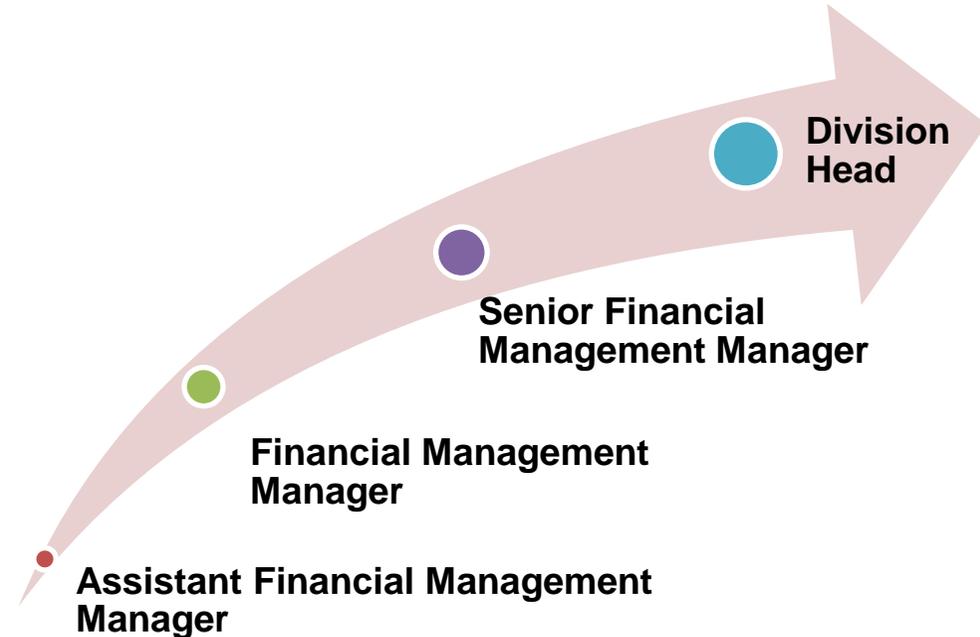
## Responsibilities:

- Assist to handle the financial control and reporting duties of the bank's treasury function, including portfolio monitoring of assets and liabilities, profit attribution analysis and product control;
- Establish and maintain internal control standards within the compliance requirements of regulatory authorities.

## What you will learn:

You will get exposure to regulatory guidelines/ accounting standards, your foundation in financial/ accounting compliance will be well established, equipping yourself to go further as a specialist role in the future.

## Career Path:



# Openings for Graduates

## Risk Management

### Starting Position:

Assistant Risk Management Manager

### Responsibilities:

- Conduct risk analysis for evaluating and identifying credit portfolio risk and market risk of the bank.

### What you will learn:

Your judgment capability and analytical skills will be well-developed to deliver sound solutions and make concise and professional recommendations to the management and the business partners, aiming at minimizing probable risk of the bank.

### Career Path:



# Openings for Graduates

## Business Support

### Starting Position:

Assistant Manager in one of the business support teams (eg. compliance, credit, process monitoring and etc.)

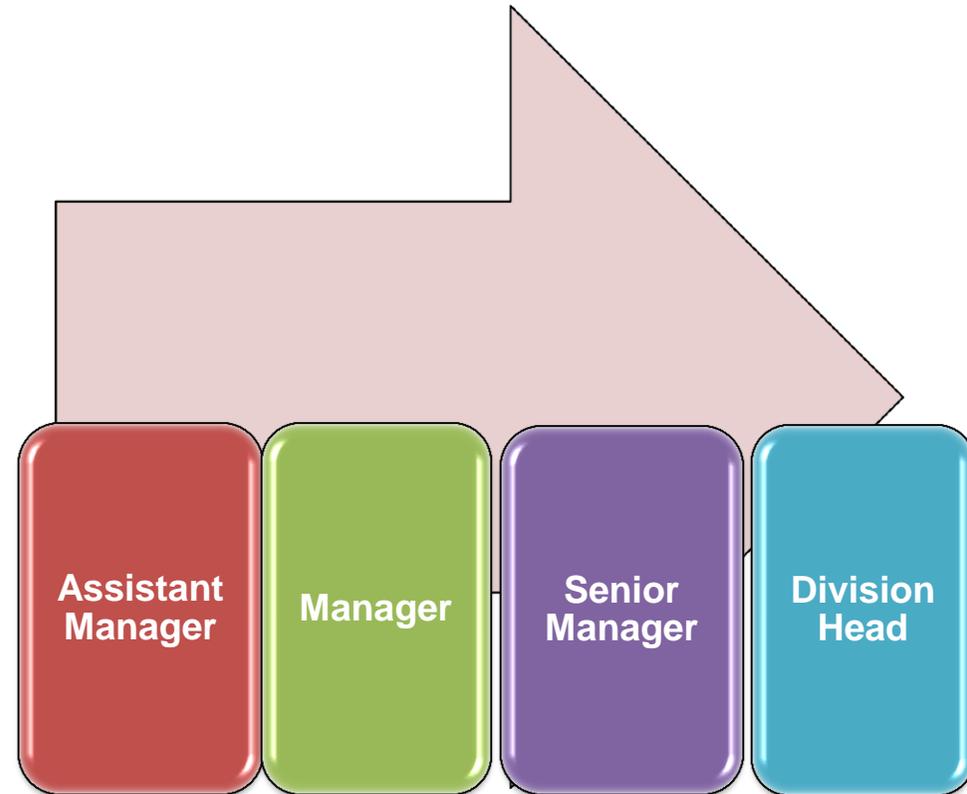
### Responsibilities:

- Provide support in various essential operation processes of a specific function in the banking industry.

### What you will learn:

This valuable experience equips you with important concept and knowledge of procedures and process behind, strengthens your organizational skills and enables you to have an eye on details, which leads you to be a specialist in the support function in the long run.

### Career Path:



# WHO we look for

A degree holder with a second honor or above

GPA 3.3 or above (For Management Trainee position only)

Major in Business Administration, Accounting, Economics, Finance, Law, Risk Management, Statistics, Actuarial Science, IT or other related streams

With less than 2 years working experience

Determine to be a great banker with strong passion to grow and excel

A high initiative team player with perseverant attitude

# WHAT we offer : Management Trainee Programme



# WHAT we offer : Graduate Trainee Programme

## Career Aspiration

- You will be provided by enormous support and solid opportunities to grow and excel with job-based training, career mentoring, planning and progression.

## Training

- Comprehensive and tailor-made training programmes including classroom training and job-based development programmes will be launched in order to equip you with the knowledge and practical skills required for your jobs.

## Mentor Programme

- You will receive one-on-one development which includes intensive coaching and mentoring. An experienced mentor, invariably be a manager or senior supervisor in your area will be assigned to you to provide support and career guidance in order to help you to achieve your career goals.

## Expedite Career Track to Specialist Role

- You will be placed on an expedite career track and can be advanced to junior management position in a short period of time, all depends on your career drive and performance demonstrated.

# WHAT we offer



# Application Method

Eager to join us and take the challenge?

Submit your full resume to [hr@ncb.com.hk](mailto:hr@ncb.com.hk).

Indicate your career preference by quoting the reference number in the email subject column

Please include the following in your resume.

- your university academic results;
- your open examinations results (including HKDSE)
- your career preference by quoting the reference number

**ACT  
NOW!**

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# Application Process

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graph TD; S1[Stage 1: Submit your Application] --> S2[Stage 2: Complete Online Ability Tests]; S2 --> S3[Stage 3: Attend Written Test and Group Assessment]; S3 --> S4[Stage 4: Go Through Individual Interviews (For shortlisted candidates only)]; S4 --> S5[Stage 5: Receive our Offer & Join us!]
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## Stage 1: Submit your Application

- Send us your full resume to [hr@ncb.com.hk](mailto:hr@ncb.com.hk).

## Stage 2: Complete Online Ability Tests

- Focus on assessing your analytical and numerical capabilities.

## Stage 3: Attend Written Test and Group Assessment

- Be prepared for the challenge!

## Stage 4: Go Through Individual Interviews

### (For shortlisted candidates only)

- Your core competencies and potential will be further assessed.
- Top performers will be selected to participate in the assessment of our **Management Trainee Programme**.

## Stage 5: Receive our Offer & Join us!

- Start your career with us!

# Our beliefs



To provide all-rounded development to our potential staff in different levels, particularly those who perform beyond expectations.



To create a supportive and respectful working environment for our people to excel.



To learn more about how our beliefs contribute to our talents' growth and development, please read the successful stories of our GTs.



# Successful Stories

## **Jennifer Chan**

**Branch Head**

**Western Branch**

**2006 Graduate Trainee**



NCB is a staff-oriented organization with great humanity. It provides me a long-term career path with job stability. Mentorship programme did help me a lot in facilitating my learning as a freshman and I maintain a good relationship with my mentor since then. I acquired different skills and knowledge to become a banker. I could work in different positions at different branches by promotion, in which my horizons were widely broadened. I could even explore the business in the Mainland and other Asia areas.

I feel blessed with chances given by all my former and existing Branch Managers, Region Heads and Senior Management. My potential in exploring customer needs and new business was being discovered. These paved my way to climb up to the position of Branch Manager within 8 years since graduation.

## Leon Wong

**Senior Risk Management Manager  
Basel Implementation Division  
2007 Graduate Trainee**



Ample development opportunities have been given to me since I joined NCB as a graduate trainee upon graduation from the university. As part of my on-the-job training, I participated in the development and implementation of various Basel-compliant internal credit rating models. Besides, I have been working on a variety of group-wide strategic projects with the parent company as well as different consultancy companies that truly broaden my horizons and sharpen my managerial competencies. These invaluable and rewarding experiences have not only enriched my technical knowledge but also equipped me with the relevant soft skills essential to tackle more challenging tasks ahead.

I am currently responsible for the ongoing maintenance of the bank-wide credit rating system and implementation of the latest Basel regulatory requirements. I am well-prepared and ready for greater challenges and opportunities.

How about you?

## **Franklin Chan**

**Relationship Manager**

**Corporate Business Division**

**2016 Graduate Trainee**



I am grateful to start my career in NCB. The company culture and my colleagues are friendly and supportive. This is invaluable to fresh graduate like me as I was given opportunities to learn and grow.

This GT programme provided me with a comprehensive classroom training to understand the basic bank operation and products. I also received on-the-job training to develop the skills needed in corporate banking. My mentor and colleagues are willing to help me with whatever difficulties I face and they taught me a lot about corporate banking. I also have chances to meet with clients from large state-owned corporations and these are eye-widening experiences.

NCB is a major bank in Hong Kong that is still growing in a fast pace. So don't hesitate to come and join the NCB Graduate Trainee Programme!

# Sharing of Graduate Trainees of 2019



**Crystal Tse**

**Assistant Branch Operations Manager, Main Branch**

I am thrilled on challenges, so I looked for a career that provides me the chance to develop and experience the business from all perspectives. With that, I joined Nanyang Commercial Bank's Graduate Trainee Programme after I graduated.

I kicked off my journey in branch operations department. I not only accumulated my knowledge and experiences through daily operations, but also grew personally from mentoring by industry experts. I truly look forwards to future challenges in the banking industry!



**Bowen Zhou**

**Assistant Relationship Manager, Institutions Business Division**

As an Assistant Relationship Manager at NCB, I faced a lot of challenges for daily work. However, colleagues teach some skills and summarize their experience to me. I gradually understand the working process and have completed the first credit loan in my career life which other colleagues have never done before. NCB is willing to give opportunities to freshman to challenge. In addition, the overall working atmosphere of NCB is very friendly. It feels like a family, where colleagues will give help and support when encountering problems. I hope that I can learn more knowledge and skills in the future under this platform!



**Angela Chan**

**Assistant Branch Operations Manager, Main Branch**

I have been working at NCB as a Graduate Trainee for a while now, and I am truly happy with my decision of being a member of this big family. I am honored with all the opportunities where I get to reach out to customers with strong passion. The reward of great job satisfaction inspires me to unleash my potential and contribute more in the future!



**Derek Lam**

**Assistant Personal Banking Manager, Kennedy Branch**

It is my honor to be one of the graduate trainees of 2019 in NCB. To be honest, I was quite nervous on my first day since I am a fresh graduate who do not have much working experience. Fortunately, colleagues in Kennedy branch are nice and kind. They help me to get used to the new environment quickly. My colleagues are also willing to share practical knowledge with me patiently. Therefore, I have learnt a lot after joining. For example, how to provide good services, how to deal with difficult customers and etc. All in all, I believe NCB is an excellent company for you to start and develop your career. Hope we will meet in NCB in the near future!



*Grasp this opportunity!  
Join Us Now!*