

Job Description	
Position Title	Origination Associate
Reporting	Manager, Capital Markets

Main Tasks and Duties	
1	Actively involved in SEA and Greater China client pitching, on-going business development and idea generation for the team
2	Responsible for originating, structuring and executing bond offerings including material preparation, documentation, due diligence and execution process
3	Work effectively to build strong relationship with clients and peers
4	Provide quality and timely advice on the market condition and debt issuance process
5	Frequent interaction with other branches or subsidiaries of the bank and other departments, locally and globally in developing DCM business and other related businesses
6	Coordinate with relationship managers on internal credit approval process
7	Any other tasks or duties assigned by Head of Department or Company from time to time

Job Requirements	
Education	Recognised Bachelor's degree or above , preferably in Business Administration, Finance, Economics, Accounting or any other related discipline
Working Experience	At least 2 years of relevant experience (4 years for Associate Director) in Corporate Banking/DCM/Investment Banking
Language	<ol style="list-style-type: none"> 1. Business Level English 2. Business Level Mandarin to liaise with Chinese speaking clients or employees
Others	<ol style="list-style-type: none"> 1. Good presentation, negotiation and analytical skills; 2. Excellent communication and interpersonal skills; 3. Proficiency in MS Excel and PowerPoint and Bloomberg Terminal