



## ROLE DESCRIPTIONS

### TRADER

The Trader is a key role in the bank. They are the main contact with the market, providing prices to the clients and ensuring the best service while preserving market stability and the profitability of the bank. The main responsibilities consist of:

- Pricing of derivatives
- Booking of deals traded by the desk
- Refresh and publish bid/ask prices to the market
- Trading of financial instruments on the market (cash, futures, vanilla options, etc.)
- Daily monitoring and reporting of the desk exposure to market movements impacting its profitability and adjust the hedging strategy accordingly
- Assist other Traders worldwide and liaise with Sales, Structurers, Research as well as Middle-Office
- Work on automation projects to optimize the desk efficiency

**Main skills required for a junior:**

- MSc in Finance or Engineering
- Decent understanding of Financial Markets
- In-depth Derivatives knowledge, including pricing
- Strong Mathematical reasoning
- Programming knowledge is a plus (may be a required skill depending on the position)
- Ability to communicate clearly
- Strive under a time sensitive environment

### SALES

The Sales is in charge of promoting the firm's brand, products and services to new and existing clients; implementing the sales strategy by conducting sales pitch, identifying product needs and establishing strong relationships. The Sales works internally and shares information across products, client servicing and marketing. The main responsibilities are:

- Help the client execute and monitor their portfolio
- Be proactive with the client and cover intensively the people in charge of execution
- Provide timely market color and leverage on automated content tools to customize content relevant to accounts
- Ensure good connectivity between clients and BNP Paribas traders
- Be involved in account management where required (onboarding, credit limits, etc.)
- Work in partnership with Macro sales to deliver the whole BNP Paribas product capabilities
- Proactively focus on digitalization, automation and in general, using data and analytics to improve the client's journey and the bank's ability to grow market share

**Main skills required for a junior:**

- Interest and understanding in Financial Markets
- Analytical skills around critical thinking, ease with numbers
- Resilience and client focused
- Attention to detail/rigor
- Ability to deliver/results driven
- Ability to understand and leverage networks
- Ability to communicate clearly; Fluency in English is a must, Portuguese and/or other languages is a plus

### MARKET RESEARCH ANALYST

Market Research aims at providing insights into customer behavior and analyzing market shifts due to external factors and variations in market trends. Overall, creating methodologies to break down financial markets data and put it into a broader context, which is key to understand how financial markets work and, hence, be able to help clients explore opportunities. The main responsibilities for the role are:

- Generation of in depth market and macro-economic analysis
- Development of new and maintenance of current quantitative tools and processes for analyzing economies & markets, and generating trade ideas
- Research new modeling techniques to improve current tools used by the teams
- Preparation of presentations/pitch books about team developments/market research/trade ideas for clients
- Assist with running data analytics in response to client requests and market events
- Work with other teams for the improvement of digitalization, automation and distribution of contents

**Main skills required for a junior:**

- Master's degree in a numeric subject with understanding of economics and markets (e.g.: Economics, Finance, Computer Science, Applied Math, Engineering, Physics)
- High attention to detail/rigor
- Autonomy, proactiveness, reliability and results driven
- Creative approach to problem solving
- Strong communication skills (both spoken and written)
- Strong level of English
- Knowledge of Python, R, Matlab, VBA or any other coding languages is a big plus

### ECONOMIST

The role of an Economist is to communicate economic and strategic views to internal and external clients and the media. We aim to publish clear, timely, thought-provoking pieces on topics ranging from financial and economic forecasts to in-depth analysis of the economies under coverage and related political developments.

- Day-to-day economic analysis, i.e., monitoring key economic data releases and different macroeconomic developments
- Provide regular updates to internal and external clients through the production of written research publications, oral presentations
- Contribute to producing economic forecasts
- Work independently in thematic projects on key economic topics
- Use quantitative skills to develop, maintain and update economic tools that will be used to support the activity of the team
- Help responding to different client queries

**Main skills required for a junior:**

- Master's degree in Economics or related area
- Autonomy, proactiveness, reliability and results driven
- Creative approach to problem solving and attention to detail
- Strong communication skills (both spoken and written)
- Fluency in English
- Analytical and quantitative skills
- Knowledge of Python, R, VBA and other coding languages is a plus

### STRUCTURER

The Structurer is a key role in a Front Office department. They work closely with Traders, Sales and other Structurers to design and price complex financial instruments fitting with the clients' needs from the bank. Among their main duties:

- Coordinate with Traders, Sales and Structurers, as well as Compliance, Legal, and Marketing to support the commercial effort and price complex products
- Answer clients' requests regarding specific features of the products, in a timely manner
- Create new products achieving the business plan and contributing to the generation of investment ideas
- Create product pitches and support the delivery to clients

**Main skills required for a junior:**

- Academic background in Financial Mathematics and/or Stochastic Calculation
- Fluent in English
- Proficiency in Excel
- Analytical ability, attention to details, autonomy
- Client focused, communication skills
- Knowledge of a programming language is a plus
- Knowledge of Financial markets and products is a plus

### RISK MANAGER

The role of a Risk Manager is to develop solutions for the management of financial resources, namely capital, balance sheet, liquidity and risks in general (counterparty risk, credit risk, market risk, operational risk and equity risk). In addition to that, a Risk Manager must be aware of future regulatory changes and understand the impacts of it in the business. Nowadays, the focus is on analyzing impacts of the new Basel IV Counterparty framework. The main responsibilities for the role are:

- Production and monitoring reports for Balance Sheet metrics (Leverage exposure, GSIB, Single Resolution Fund) at desk/product level
- Production and monitoring of Global Market's liquidity – balance sheet, funding and liquidity indicators
- Analyze and explain variations by liaising with Front Office teams, Finance and Risk departments
- Production of overall departments' capital explain per type of risk
- Ensure regulatory texts are accurately applied and implemented in systems
- Understand the new framework Basel IV (across all risk types)

**Main skill set for a junior role:**

- MSc in Finance or Financial Mathematics
- Very good communication skills
- Analytical ability, attention to details, autonomy
- Eagerness to learn
- Technical skills – R, VBA and Python
- Knowledge of Financial markets and products is a plus

### GMQR ENGINEER

GM Quantitative Research team is responsible for research and implementation of innovative financial models and tools for Global Markets, and works closely with Trading and Risk on a day-to-day basis to manage the valuation and risks of their portfolios. The main activities are:

- Maintain and enhance pricing libraries as well as build and support tools based on these libraries
- Continuously improve existing models, design and implement new models based on business requirements and regulations
- Perform quantitative engineering to help trading manage the valuation and risks of their books
- Provide support to Trading, Sales, IT and Operations teams

**Main skills required for a junior:**

- Qualifications: Masters or PhD degree in Mathematics, Statistics, Finance, Physics or Engineering
- Experience in programming
- Knowledge of Mathematics, preferably Financial Mathematics/Stochastic Calculus
- Good understanding of Computer Science: algorithms, complexity, etc.
- Research mindset with attention to details

### GCA ENGINEER

The Global Client Analytics (GCA) team is responsible for providing data, insights and analysis to Global Markets Front Office on client activity. The team aims to build a solid database from various sources and develop analysis, reports and dashboards to provide valuable insight to the Front Office in a rapid, agile manner. The main activities are:

- Development, maintenance, and support of data processing and analytical stacks
- Ensure architecture meets business requirements
- Develop data ETL processes in production environment
- Leverage large volumes of data from internal sources
- Proof of concept data projects with innovative methods or tools
- Help Global Markets to achieve digital transformations

**Main skills required for a junior:**

- Master in Computer Science (preferred), Mathematics, Physics, Electronic, Biomedical or similar Engineering Master
- Knowledge of Python programming language (Java/C++/C# will be considered)
- Knowledge of SQL
- Knowledge of data visualization tool (Tableau, PowerBI, etc.)

### COMPUTER SCIENTIST

This position focuses on the global management, development, delivery and support of the cross-asset analytics libraries, trading tools and information systems. The main activities are:

- Maintain and enhance pricing analytical libraries, coordinate and share knowledge with quants in other locations, optimize code, follow the team's best practices
- Understand, develop, test, deliver and support tools targeted to support development of pricing analytics libraries
- Maintain and manage the computational infrastructure for the Quantitative Research team
- The responsibilities are fulfilled through close collaboration with other quantitative developers and analysts, as well as with trading desks and various Front Office IT teams

**Main skills required for a junior:**

- Qualifications: Master or PhD degree in Computer Science or Informatics Engineering or any other science/engineering field with a strong interest in Computer Science
- Experience with common programming languages compiled (C++, C#, Java, or equivalent)
- Experience with scripts (Python, JavaScript or equivalent)
- Good understanding of Computer Science: algorithms, complexity, distributed computation, etc.
- Knowledge of Linux

### LAB DATA SCIENTIST

This GM Data and AI Lab is a small team of data scientists applying the latest techniques in Artificial Intelligence, Data Modeling and Natural Language Processing to strategic projects for the business. The main activities are:

- Explore and examine data from multiple diverse data sources
- Conceptual modeling, statistical analysis, predictive modeling and optimization design
- Data cleanup, normalization and transformation
- Hypothesis testing: being able to develop hypothesis and test with careful experiments
- Discover hidden insights/embedded patterns and enable business stakeholders to make decisions that are more informed
- Help build workflows for extraction, transformation and loading of different data from a variety of sources and enable linking them to existing systems and datasets

**Main skills required for a junior:**

- Qualifications: Master or PhD degree in Computer Science, Data Science, other science or engineering field
- Knowledge of key concepts in Statistics and Mathematics such as Probability Theory, Inference, and Linear Algebra
- Knowledge or experience in Machine Learning procedures and tasks such as Classification, Prediction, and Clustering
- Programming skills in Python and knowledge of common numerical and machine-learning packages (NumPy, Scikit-learn, Pandas, Keras, TensorFlow, PyTorch)
- Knowledge of data analytics, manipulation and visualization techniques

### SALES AND TRADING ASSISTANT

The Sales and Trader Assistant team is part of a global workforce in Global Markets and aims to accompany the continuous enhancement of the quality of service provided to our clients, supporting traders and sales in their daily tasks (pre-trade to post-trade processes), in the most timely and efficient manner. The main activities are:

- Interacting with Sales and sometimes Clients to finalize their on-boardings
- Interacting with all of the internal stakeholders regarding any traded deal: MO, BO, Legal, Compliance, Fee
- Finalizing booking of Traded deals in the Sales upstream system
- Continuously escalating feedback and improvement ideas to increase streamlining of the workflow
- In charge of suggesting and driving digitalization projects and implementing them in the day to day

**Main skills required for a junior:**

- Academic background in Mathematics, Finance, Economics or similar areas (preferential)
- Interest in Financial Markets
- A structured, methodical and organized approach to work
- Good Team spirit, ability to work alone and with others
- Proactive and capacity to deliver results with precision and rigorously

### CLIENT SERVICES, EBUSINESS AND DIGITAL

Acts as a single point of contact for Client queries for all our Electronic products and services. The team supports Clients, Trading Venues and external counterparties, is responsible for Client enablement, Client Support and vendor relationships across all our Ecommerce platforms. The digital role is key to maintain a growing franchise and to help the business deliver on BNP Paribas' strategic digital aims. It is also critical to support the ongoing initiatives around of agility and efficiency pillars of the Global Markets digital transformation. Some of the main activities are:

- Manage and implement all Client/User Enablement requests to BNP Paribas electronic trading platforms, as well as Multi Dealer Platforms
- Ensure clients are connected, being priced and able to trade at all times
- Manage price controls and limits across all products
- Propose and create new marketing materials to promote the platform and new features
- Develop and improve digital tools (Pricing, Storage, Content and Reporting) to generate a higher efficiency on the desks
- Market and pitch Cortex FX and BNP Digital Tools capabilities to clients in EMEA
- Collect client feedback and work with the product managers on the development and test of the digital tools
- Prepare analysis on hit ratios, retention rates, activity statistics and overall performance

**Main skills required for a junior:**

- Academic background in Business Management / Finance/ Economics / Front End Development / Web Technologies / Data Science / Communication / Engineering / Mathematics
- Knowledge in Digital Marketing, Web applications, Analytics, Power BI/Tableau, HTML, CSS and JavaScript
- Data-driven oriented
- Strong appetite for Digital technologies
- Experience of sales or account management with an understanding of institutional client needs
- Problem solver and analytical mind-set
- Excellent communication skills and confidence in pitching to clients
- Strong at building relationships, collaboration and team work
- Python and other IT coding Skills – (intermediate)

### STRATEGIC MARKETING

The team, together with the Structuring and Sales teams, is in charge of producing investment strategies mutual funds marketing materials at a Global Markets level. The team gathers and transcribes both technical and commercial information into strategic and educational sales support material, dedicated to professional investors or for internal use.

- Creation of cross asset marketing materials for worldwide use (1 Pagers, Brochures, Client Q&As)
- Helping to broaden the customer base by coordinating all formal DDQ/RFP processes on quantitative investment strategies
- Production of market studies (market trend analysis that optimize our product and service offer)
- Coordination of the new marketing materials validation and distribution processes
- Facilitating internal communication and sales training

**Main skills required for a junior:**

- Academic background in Marketing, Finance, Economics or similar areas (preferential)
- Interest in Financial Markets
- A structured, methodical and organized approach to work
- Good Team spirit, ability to work alone and with others
- Proactive and capacity to deliver results with precision and rigorously

### PROJECT MANAGEMENT

Project Managers are responsible for the successful delivery of the projects within a well-defined framework. The main activities are:

- Frame the project upfront, define the most adequate governance when relevant, consolidate the design the solution that the project is to deliver
  - Build/consolidate and maintain the project plan, effectively manage unplanned events, manage dependencies and critical path
  - Drive the project team to completion in close interaction with the Project Sponsor, ensure effective communication, continuous alignment of all contributors and timely running of governance routines
  - Take responsibility for – when appropriate – some of the actions and analysis related to the project, without losing focus on the roadmap
- Main skills required for a junior:**
- Strong analytical skills
  - Strong communication and reporting skills
  - Strong problem-solving and negotiation skills
  - Organized and delivery-focused, with attention to detail
  - Proactive, proposing or taking own initiative to prevent risks / issues
  - Ability to work well under pressure and to take the initiative
  - Solid work ethic, high level of motivation and resilience

### CLIENT DEVELOPMENT AND BUSINESS MANAGEMENT

Client Development is responsible for encouraging more rigor to the sales process globally by providing all the necessary information to drive accurate business decisions. The final goal of the team is to drive steady increases of wallet shares and client profitability with target clients through sales account plans, client segmentation and survey intelligence. The team promotes and directly contributes to reporting automation, for a greater level of client intelligence and information sharing. Business Management works alongside all GBLS and Regions. Their function is to onboard projects and tasks that impact Global Markets as a whole and liaise directly with all functions, ranging from Front Office to Back Office. The ambition is to increase cooperation, identify synergies and promote knowledge sharing among teams to excel in the delivery throughout all Business initiatives.

- Client Development reporting automation
- Follow up on action points from account plans and client reviews
- Promote the usage of Client Development's reports and Client Relationship Management's tools
- Analyze the results from external surveys to be distributed to the business
- Management Information (MI) reports production in Tableau
- Support Business initiatives – Global to Local EMEA, Cross-referral, Global Selling
- Be the SPOC for everything related to RM Reallocation and Client Offboarding
- Provide CC reports to Top Management
- Monitor internal and external / regulatory policies – Country Policy, KYC

**Main skills required for a junior:**

- Academic background in Mathematics, Finance, Economics or similar areas (preferential)
- Interest in Financial Markets
- A structured, methodical and organized approach to work
- Good Team spirit, ability to work alone and with others
- Proactive and capacity to deliver results with precision and rigorously

### REGULATORY & SUPERVISION

Regulatory & Supervisory is responsible for ensuring the processes and procedures comply with the law, applicable regulation and with internal standards, at the same time that is responsible for reporting operating risk, potential losses events, internal compliance failures and conduct investigations. The main responsibilities are:

- Contribute to the continuous improvement of the Compliance, Regulatory & Supervisory framework
- Investigate cases related with market abuse, conduct and operational risk
- Identify, access and analyze risks to evaluate and monitor risk and define and implement risk management strategies
- Perform data analysis and reporting of Management Information
- Analyze data and contribute to the regular reporting of main risk indicators
- Promote and comply with all applicable legal, regulatory and Group's internal compliance requirements

**Main skills required for a junior:**

- Bachelor's degree or higher in economics, management, law, finance or related studies
- Fluent in English (other languages are a plus) and ability to communicate clearly
- Understanding of Financial Markets and Risk Knowledge & Awareness
- Teamwork and organizational skills
- Analytical skills, ability to report and adaptability
- Good knowledge of Excel (VBA and other programming languages are a plus)

DID WE CATCH YOUR INTEREST? CONTACT US OR APPLY WITH :

[gmportugal\\_careerinquies@bnp-paribas.com](mailto:gmportugal_careerinquies@bnp-paribas.com)