CAREERS INSIGHTS EVENT

INVESTING IN TALENT

Banking careers for students with disabilities and health conditions



Organised by MyPLUS STUDENTS' CLUB

AGENDA

CAREERS INSIGHTS EVENT

- 14.00 Welcome to Investing In Talent
- 14.15 Introduction to Investment Banking, Matt Wall (Alpha Development)
- 15.00 Interview Skills (Graduate Recruitment)
- 15.45 Break
- 16.00 Openness and Requesting Adjustments, Helen Cooke (My Plus)
- 16.45 Panel Discussion
- 17.30 Networking, drinks and canapés
- 18.30 Close

INVESTING IN TALENT

Organised by MyPLUS STUDENTS' CLUB

Welcome

Sarah Viner; UBS





MyPLUS+





Investing in Talent

Introduction to Investment Banking



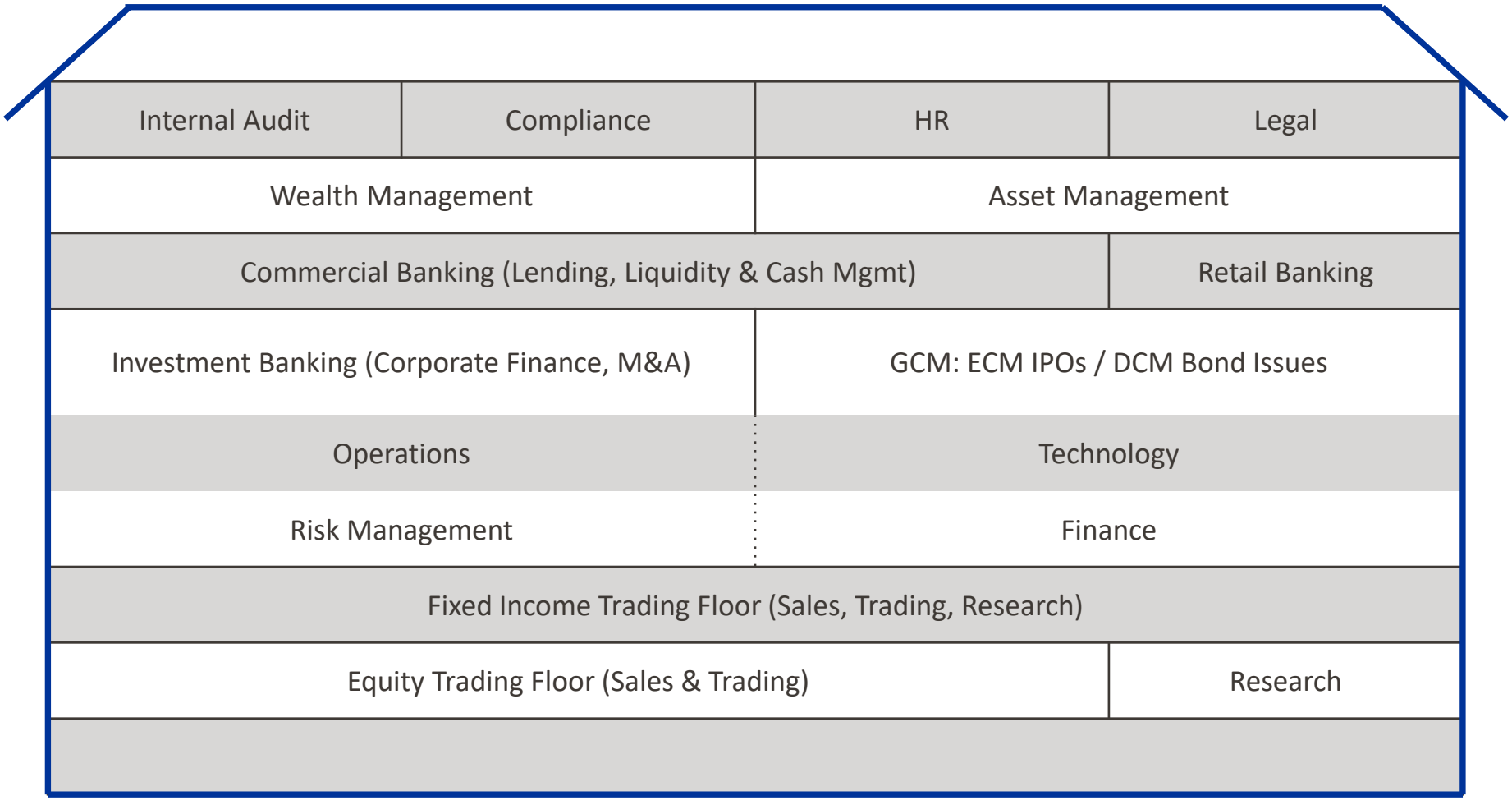
Learning from Experience

alphadevelopment.com

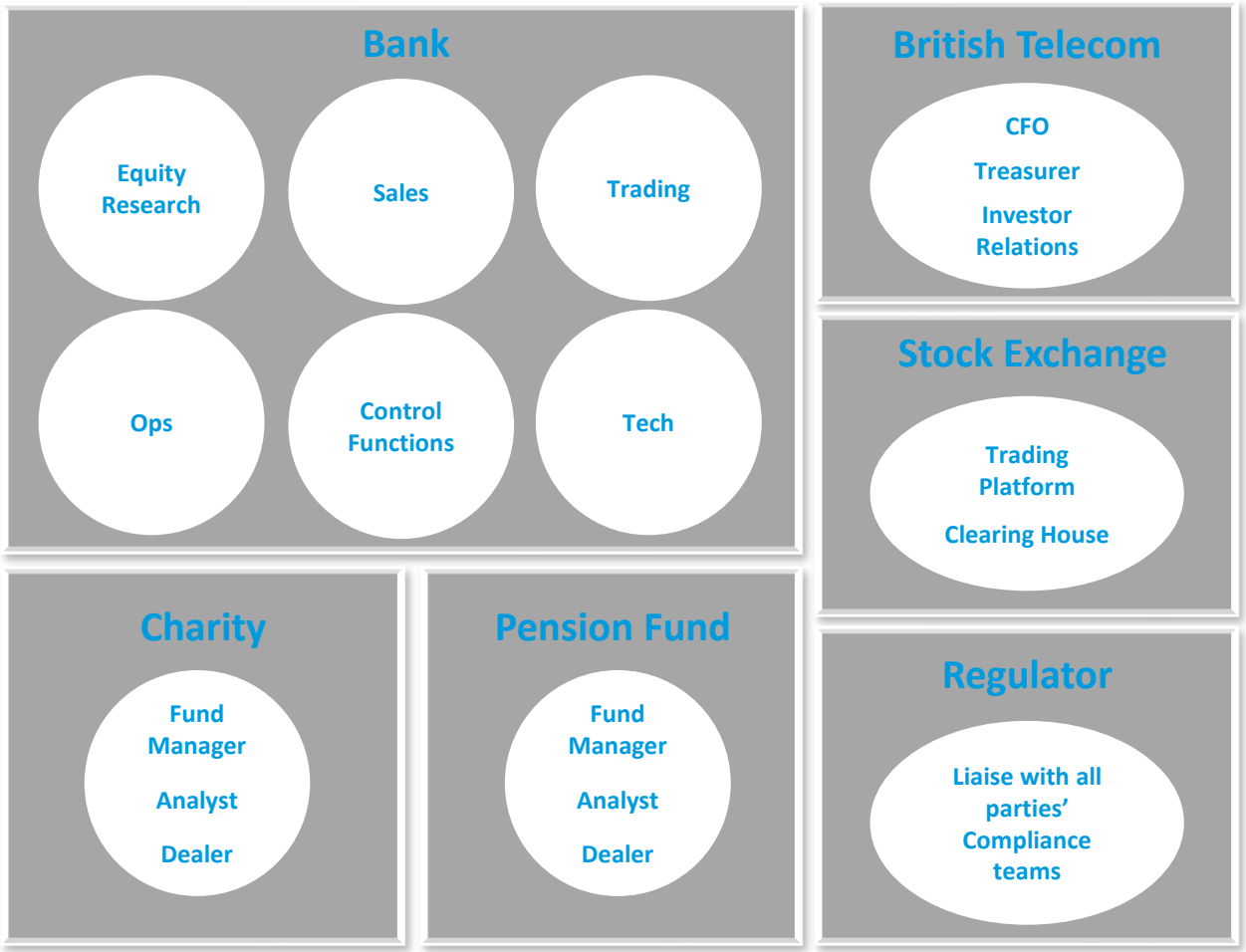
What Do Banks Do?



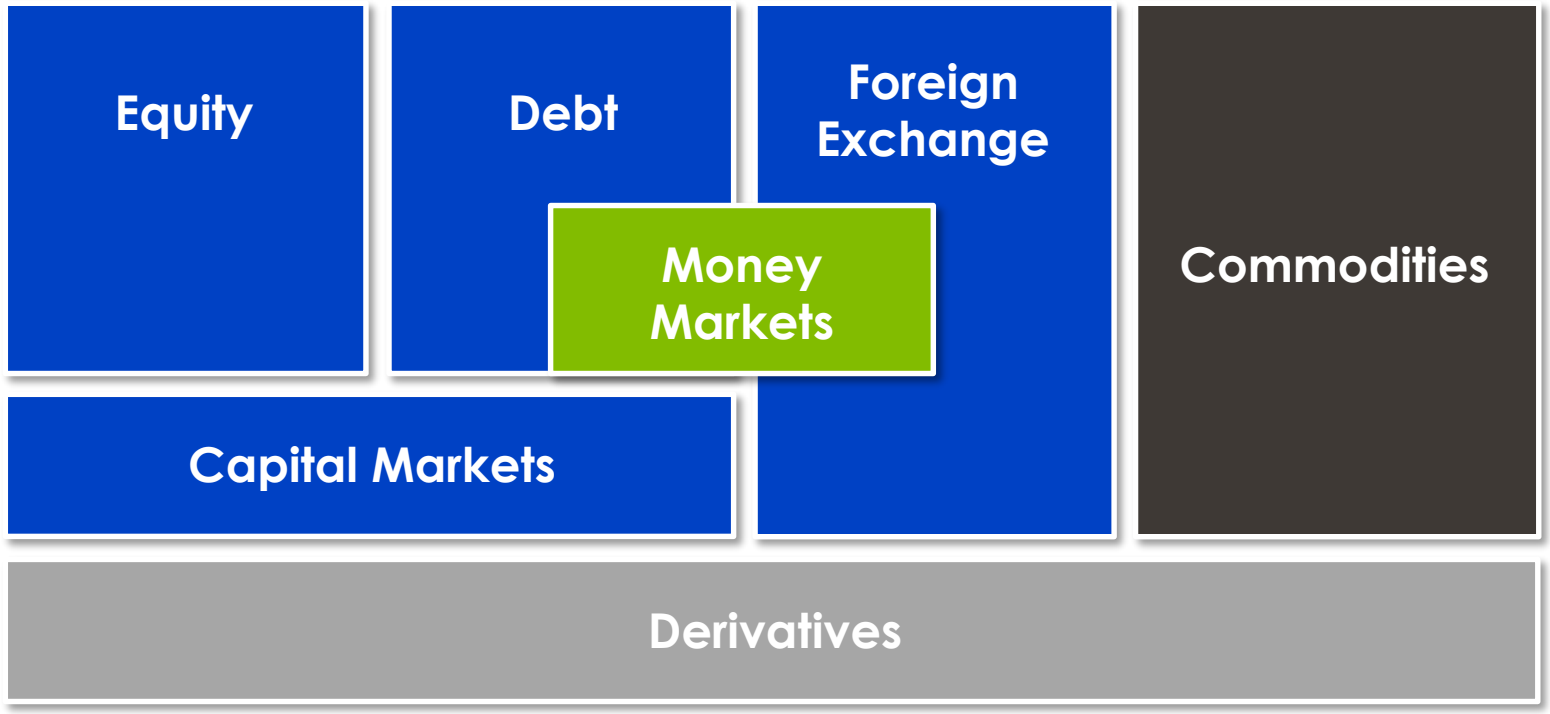
What Do Banks Do?



Sales & Trading Exercise: Who Does What?
A Pension Fund buys a BT Share from a Charity



Overview of Financial Markets: The Key Components



In Our Experience, What Makes a Great Banking Graduate?

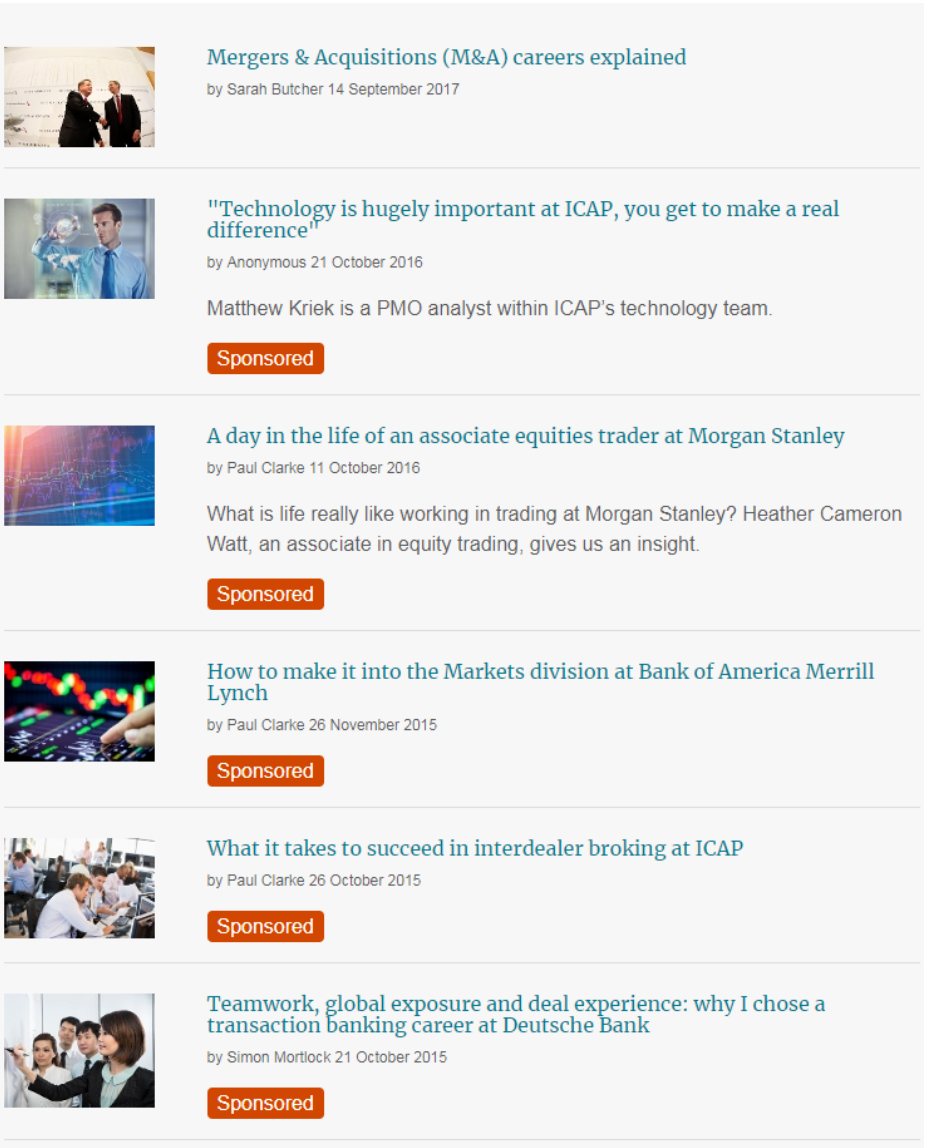
- Curiosity.
- Problem solving.
- Teamwork.
- Diversity.
- Intelligence.
- Lateral thinking.
- Customer empathy.
- Values.

- Banking has changed. The old *Wall Street* and *Trading Places* myths are long dead.
- Our industry needs the best new people to drive this once in a lifetime change.

Thank You For Listening

- https://news.efinancialcareers.com/uk-en/en/careers-in-finance
  - Go to www.efinancialcareers.com and click Advice, then Graduate Guide

- Any questions?



Interview skills

Selina Wilson; Morgan Stanley

AGENDA

- Introduction
- Purpose of an interview
- Structure of an interview
- Competency-based questions
- Commercial awareness questions
- Motivational questions
- Preparation
- Do’s and Don’t's

PURPOSE OF AN INTERVIEW

- Identify and assess your key skills
- Best practice – everyone evaluated against set criteria or competencies
- Opportunity to ask questions
- For the firm, its their chance to sell itself to you!

STRUCTURE OF AN INTERVIEW

- Interviewer introduction
- **Competency based questions - funneling and probes**
- **Strengths- based**
- **Technical**
- **Commercial awareness questions**
  - About the market, firm and the business area of interest
- Your questions

COMPETENCY-BASED QUESTIONS

- **Competency questions:** using past examples to describe how you demonstrated a skill/characteristic deemed important to the firm for this role

- Your examples should be based on work experience, involvement in clubs/societies, voluntary work, hobbies and extra-curricular experiences rather than personal/studies

- **STAR technique:** when describing an example, try to cover:
  - **S**ituation
  - **T**ask
  - **A**ction
  - **R**esult

COMPETENCY-BASED QUESTIONS

- **Initiative:**
  - Please give me an example of when you have come up with a good idea?
- **Teamwork:**
  - Please give me an example of when you have worked well in a team?
- **Decision-making:**
  - Can you tell me about a time when you made an important decision? What was it and why was it important?

You have 10 minutes practice with one another.

Situation
Task
Action
Result

GUIDELINES ON ANSWERING INTERVIEW QUESTIONS

- Give concrete examples based on your own experiences
- Don’t give hypothetical responses, i.e., “generally I would do this”
- Explain your specific role/actions in the specific examples that you give
- Demonstrate self-development – through explaining what you learnt during the experience
- Don’t generalise your responses with the term “we”
- In summary, consider what you did, how you went about it and what you learnt

COMMERCIAL AWARENESS QUESTIONS

- Possible questions on your interpretations of recent news articles or thoughts on specific industry, firms or sectors
- Your understanding of how business works and how the global economy affects UK businesses across all industries

What questions do you think you will be asked here?

MOTIVATIONAL QUESTIONS

- Knowledge of the company and role you are interviewing for and why you want to it

What questions do you think you will be asked here?

PREPARATION

- Research the firm
- Research the role/business area
- Think about what skills/competencies you may be asked about - prepare examples & practice
- Review your CV and application form
- Plan your travel and allow for time delays
- Have a good night's sleep & breakfast!

DOS AND DON'TS: DO

- Do dress appropriately
- Do listen to the questions - and clarify if you don't understand
- Do be patient and polite to everyone you meet
- Do ask the interviewer questions - engage and show interest
- Practice, practice, practice - in front of friends and family and get used to going through your answers out loud.
- Let the interviewer know if there is anything you need to make you feel more comfortable.
  - Ideally this should have been communicated in advance to your Graduate Recruitment contact

DOS AND DON'TS: DON'T

- Don't panic if you get a tough question - take time and think about all of your experiences thoroughly
- Do NOT chew gum
- Don't forget to turn off your phone
- Don't be late! If it is inevitable, call ahead.

SUMMARY

- Competency-based questions preparation
- Commercial questions preparation
- Motivational questions preparation
- Preparation and practice
- Use it as an opportunity to see if you want to work for the firm

Questions?

Requesting Adjustments & Openness

Helen Cooke

INVESTING IN TALENT

Organised by MyPLUS STUDENTS' CLUB

OBJECTIVES

- To understand how to ensure the appropriate adjustments are in place during the recruitment process.
- To feel comfortable in sharing relevant information with a potential employer.

WHAT IS THE AIM OF AN ADJUSTMENT?

- Levelling the playing field:
  - Provide the candidate with neither an advantage nor a disadvantage.
- Ensure that the candidate can perform to the best of their ability.
- Once an adjustment has been made, the candidate can then be assessed on an equal basis to their peers.

TYPES OF ADJUSTMENT

- Physical access
- Use of technology
- Change to the format of the interview
- Use of an interpreter
- Additional time
- Orientation visit prior to interview

IMPLEMENTING ADJUSTMENTS: ROLES AND RESPONSIBILITIES

Question 1:
What does the candidate need to do to ensure the appropriate adjustment is made for them?

Question 2:
What does the employer need to do to ensure that the appropriate adjustment is made for the candidate?

IMPLEMENTING ADJUSTMENTS: ROLES AND RESPONSIBILITIES

Candidate:

- Inform the employer of your disability / health condition.
- Provide the information that the employer requires
- Be open and honest
- Don’t be afraid to ask for exactly what you require
- Make your self available for assessment
- Provide timely feedback on effectiveness of adjustment
- Help the employer to understand!

IMPLEMENTING ADJUSTMENTS: ROLES AND RESPONSIBILITIES

Employer

- Provide the candidate with the opportunity to inform them about their disability
- Engage in conversation with the candidate
- Be realistic about what is achievable
- Implement adjustments effectively and efficiently
- Invite the candidate to review adjustments, if they wish to
- Conduct a standard interview

A FEW THINGS TO REMEMBER

- The information you provide is used to implement adjustments
- The information is confidential
- Only share what is relevant

A FEW THINGS TO REMEMBER

- The information you provide is used to implement adjustments
- The information is confidential
- Only share what is relevant

Informing with confidence

INFORMING WITH CONFIDENCE

Task 1:

- Choose a few words for each of the following:
  - Your disability / condition
  - The implication
  - What you need

Task 2:

- Turn those words into a short, succinct ‘openness statement’.

Task 3:

- Practice delivering your statement

AND FINALLY…

- Only by being open can you gain the support you require
- Appropriate support will enable you to demonstrate your full potential
- Be confident in asking what you require

Break

PANEL

David Cooke	Barclays
David Easy	Citi
Harris Stevenson-Robb	Goldman Sachs
Ailish Brown	J.P. Morgan
Joe Christina	Morgan Stanley
Jo Coles	UBS

CAREERS INSIGHTS EVENT

INVESTING IN TALENT

Banking careers for students with disabilities and health conditions



Organised by MyPLUS STUDENTS' CLUB

MyPLUS STUDENTS' CLUB
REALISING NEW POSSIBILITIES

CAREERS INSIGHTS EVENT

Why join the MyPlus Students' Club?

Find your dream job
Jobs and opportunities from disability confident employers

Supercharge your application
Improve your chances of employment with our useful templates

Your tough questions answered
Advice on disability disclosure and tough topics including free eBooks

Make valuable connections
Join events to network with top industry employers

Join the club for free

Join today for a chance to win a day with your dream employer



Networking, drinks & canapés

CAREERS INSIGHTS EVENT

INVESTING IN TALENT

Banking careers for students with disabilities and health conditions



Organised by MyPLUS STUDENTS' CLUB