Recruiting Roadmap: Sales & Trading

Sales and Trading recruiting occurs on an expedited timeline, similar to investment banking. Internship programs are offered at investment banks that have a balance sheet, and some buy-side firms. The bulk of incoming full-time classes for sales and trading come from the internship class, so getting the internship and return offer is the most direct path into the role. Most banks offer shadow days for sophomores to get a sense of what a day on the trading floor looks like.

What employers look for:

Sales and Trading recruiters look for candidates who can analyze data quickly to make decisions, understand market-based fundamental finance, are personable, and enjoy evaluating a multitude of companies.

Technical Skills:

- **Must Have:** Bloomberg training (view companies/trades), Excel (perform fundamental or technical analysis)
- **Nice to Have:** Financial modeling and business valuation, coding knowledge (Python, R, Java)

Knowledge:

- General: Business acumen, economics, basic accounting, three financial statements, understanding of markets
- Specializations: Bonds, derivatives, equities, loans/collateralized loans, hedge fund solutions (prime brokerage)

Abilities: Analytical thinking, problem solving, leadership, collaboration, verbal and written communication, relationship management, persuasion and negotiation, self-starter, time management, interpersonal skills, charisma, etc.

How to Stand Out: Experience and Involvement Checklist

- Maintain an excellent GPA
- Build finance and markets acumen by reading the news
- Take courses in finance, accounting, derivatives, and specific asset classes (such as fixed income)
- Network with alumni at investment bank of interest
- Join specialized organizations in finance related to markets and obtain leadership positions
- Learn additional finance tools outside of the classroom (financial modeling, Python for finance, etc.)
- Secure internships in a quantitative field for after sophomore year (finance, RE, accounting, etc.)

Recruiting Process, Preparation and Timeline

How it works:

- Applications include a resume, cover letter, and transcript
- Recruiting activity ranges from late spring of sophomore year to October of junior year
- Multiple interview rounds usually comprised of a pre-recorded interview, first round phone/video interview, second round phone/video interview, and in-person Super Day

How to get ready:

- When you decide you want to pursue sales and trading (as early as Sophomore Year):
  - Meet with your Career Coach to come up with a recruiting strategy and plan
  - Attend sales and trading/global markets information sessions to learn about different desks
  - Start researching and getting familiar with technical and market-based interview questions
  - Begin networking with alumni from late spring throughout the summer
  - Apply for shadow experiences or early talent identification workshops to confirm your interest
When recruiting for internships (Junior Year):
  o Practice interview preparation (weekly)
  o Mock interview and ask for interview tips from alumni at banks you are interviewing with

When recruiting for full time jobs (Senior Year)
  o Continue networking and preparing for interviews
  o Refine your application materials and interview responses with your Career Coach
  o Recruit for full time positions starting in the summer throughout the early fall

Networking Strategy:
  • Start networking early by reaching out to alumni 4-6 months before the application opens
  • If a networking call goes well, ask for additional people they recommend to speak with and follow-up to maintain the relationship
  • Focus on the quality of networking relationships versus the quantity
  • Network before, during, and after submitting your application

Early Access Programs & Shadow Experiences – Apply late Fall and participate in the winter/spring

Internship Recruiting Timeline

Sophomore Year
Spring/Summer
  ✓ Company info sessions
  ✓ Networking events
  ✓ Network with alumni
  ✓ Applications open

Junior Year
Fall
  ✓ Career fair & info sessions
  ✓ First & final round interviews
  ✓ Offers extended

Junior Year
Winter/Spring
  ✓ Second wave of interviews
  ✓ Second wave of offers extended

Full-time Recruiting Timeline

Senior Year
Summer
  ✓ Applications Open
  ✓ Network vigorously with alumni
  ✓ Interviews begin

Senior Year
Early Fall
  ✓ First round interviews continue
  ✓ Super Days begin
  ✓ Offers extended

Senior Year
Winter/Spring
  ✓ Last remaining interviews
  ✓ Recruiting wraps up

Resources

Student Organization: Sales & Trading Asset Management Club

Markets Based Finance Understanding: What is Sales & Trading? | Financial Markets Overview | Bond Valuation

Interview Preparation: Sales & Trading Interview Questions | Brain Teaser Interview Questions