

# BMO Student Internship Program

The **Student Internship Program** gives you an opportunity to see how your area of study might be applied to a career in banking. It takes an enormous amount of diversity to make a bank run as well as ours. We need out-of-the-box thinkers, exceptional personalities and multiple disciplines. High academic achievement can lead to opportunities that you never imagined. Through seminars, workshops and mentorship programs, you can identify where your education meets our commitment to excellence.

## The opportunity

See why so many top grads choose to launch a career with us. As a valued member of the team, you'll get hands-on experience and be given the opportunity to participate in a wide range of development workshops and information sessions. Here, experts from throughout the organization will share their thoughts on career development.

Our Mentorship Program provides an excellent opportunity to network, ask questions and see what it's like to work for one of North America's leading financial institutions.

## What we have to offer

Students who intern with BMO are encouraged to explore a variety of roles within the BMO Harris Bank team, including –

- Corporate Areas
- Personal and Commercial Banking
- Technology and Operations
- Wealth Management

## What makes us unique

- Opportunities to provide client contact support
- Networking opportunities and exposure to senior management
- On-the-job learning with meaningful work experience, hands-on exposure to industry professionals
- Mentorship from key business leads

## BMO Financial Group

BMO Financial Group was established in 1817. Headquartered in Canada, we serve more than 12 million personal, commercial, corporate and institutional customers in North America and internationally. We are a highly diversified financial services organization, with total assets of 633 billion as of April 30, 2015, and more than 47,000 employees.

## Turn your potential into performance.

### Who we are looking for:

All levels of full-time post-secondary students returning to community college and university are eligible.

### Key dates

#### Resume Submission

– December/January

#### Interviews

– January/February

#### Offers Extended

– March

#### Program begins

– June

## How to Apply


Please consult with your Campus Career Center to determine if and when BMO recruits at your school, or apply online at:

 [bmo.com/careers](http://bmo.com/careers)

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## 2016 BMO Student Internship Program

	Customer Sales & Service	Financial Modelling Analyst	Analyst	Coordinator	IT and Programming	Project Management / Research
What it is	This stream is dedicated to helping individuals and small to medium sized business' find products and services that meet their lending, cash management, investment or other banking needs. Students will develop relationships directly with customers.	This stream is for students who have a passion for investments, financial markets and products, or economics. It is designed to prepare students for a career doing quantitative analysis in investing, risk management, audit or finance.	This stream prepares students for a career in various Lines of Business, including: Product Operations, Technology, Anti-Money Laundering, Risk and others. Students will have the opportunity to build their analytical skills.	This stream prepares students for a career in various Lines of Business, including: Marketing, Change Management, Human Resources, or Communications. Students will work with various internal and external groups to support a specific business or a project that spans the organization.	This stream prepares students for a career in information technology or technology strategy and planning within the financial services industry. Areas of focus may include network design, quality assurance testing, or strategic technological planning.	This stream enhances research, analysis and project coordination skills, leading to a career in change management, consulting, operations, project management, business development or law. Students will assist in strategic planning by gathering information and making recommendations.
Daily Tasks	Learn about BMO's products and services and how to present them to customers. Shadow a full-time employee and attend client meetings or calls. Get an introduction to the critical front-line customer experience that is at the heart of our banking business.	Use Excel and Access to perform analysis and conduct research. Create statistical models to capture and present quantitative data. Generate reports and prepare presentations to assist senior managers in determining the Bank's financial strategy. Work with the team to evaluate the financial strength of business customers.	Support team members. Use Excel to perform analysis and conduct research and present findings to team and other bank members. Create documentation based from templates and other information. Ensure all documentation is in compliance with corporate standards. Providing quality data. Follow procedures and supervisory direction to resolve standard, straightforward inquiries and requests. Providing quality data. Fulfill Audit/ Reconciliation activities. Prioritize tasks such as incident reports.	Support team members. Prepare memos, PowerPoint presentations, and training materials. Conduct research into best practices. Plan and execute events with multiple internal and external stakeholders.	Configure, design, test and/or analyze security for a Bank system, network or tool. Learn to communicate technological needs and processes effectively in a financial services setting. Interact with client groups across many different areas of the Bank.	Coordinate the activities of multiple stakeholders through communications, project plans, training materials, sales reports, and/or meetings. Work with partners across the company to enhance your liaison capabilities. Research and assess strategic processes.
Skills needed	Passion for delivering great customer experiences. Expert listeners and skilled communicators who enjoy working with people. Ability to provide proactive, professional and knowledgeable banking solutions to our customers. Flexibility to adapt to constantly changing environment. Ability to organize and prioritize tasks at hand. Highly collaborative and a relationship oriented person who enjoys working with others. Possesses basic investigation skills.	Experience with quantitative analysis, research and/or statistical modelling. Strong attention to detail and sound analytical ability. Excellent computer skills, including advanced knowledge of programming languages for some roles. Highly analytical and able to solve problems creatively and innovatively. Highly collaborative and a relationship oriented person who enjoys working with others.	Excellent written and communication skills. Solid knowledge in systems and PC applications. Strong attention to detail. Highly analytical and able to solve problems creatively and innovatively. Highly collaborative and a relationship oriented person who enjoys working with others. Good problem solving skills. Possesses basic investigation skills.	Highly collaborative and a relationship oriented person who enjoys working with others. Ability to work in a fast-paced environment and multitask to stay organized. Exceptional communication and problem-solving skills. Strong attention to detail. Proficient in Excel, Word and PowerPoint.	Highly analytical and able to solve problems creatively and innovatively. Strong communication skills. Excellent computer skills, including advanced knowledge of programming languages for some roles (e.g. QL, ASP, Java, VB, .Net). Ability to deal with multiple concurrent support issues and projects. Proactive approach to supporting team members.	Ability to research, synthesizes information, identify key messages, and develop plans. Very strong communication skills including ability to listen negotiate and resolve conflicts. Ability to organize and prioritize multiple projects. Ability to work independently or collaboratively on projects. Individual who is self-motivated and goal oriented.
Major or concentration (Not limited to)	Commerce; Finance; Economics; Accounting; Business Administration/ Management; Arts/ Humanities; Social Sciences; Sciences	Finance; Economics; Investment Management; Commerce; Accounting; Math; Statistics; Engineering; Physics	Finance; Economics; Investment Management; Commerce; Accounting; Math; Statistics; Engineering; Physics	HR; Marketing; Arts/ Humanities/Social Sciences (including communications); Business Administration/ Management	Engineering; Computer Science; Finance/ Commerce; IT Management	Research and Communications-Oriented; Humanities; Social Sciences or Sciences; Engineering; Finance; Economics; Law