



Example of Corporate Finance Associate Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of corporate finance associate. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for corporate finance associate

- Management and oversight of Corporate Finance business resiliency plans in partnership with Business Resiliency Owners & Coordinators
- All facets of trade execution for bond and loan deals
- Supporting legal documentation
- Participation in marketing efforts, including preparation of client presentations and pitches
- Handling day-to-day client queries on all execution related matters
- Attending client meetings with senior bankers in the team
- Facilitating Committee meetings including appropriateness of attendees, agenda, materials and follow ups
- Supporting management with budgeting process
- Management of FCO business resiliency plans in partnership with Business Resiliency Coordinators
- Support all aspects of securitization lending and ABS transaction origination, execution, and portfolio management

Qualifications for corporate finance associate

- Accounting, finance, financial engineering and economics knowledge
- BA in Finance or Accounting with at least 3 years of relevant experience in financial services
- Driven person with strong focus on high quality results

- Proven ability to communicate effectively (both oral and written), with high degree of comfort communicating with senior management
- Experience in Regulatory Capital (Basel and CCAR/DFAST) and Risk Management is a plus