

Japan Campus Recruitment Application Guide

Update: May 2020

「Japan Program」内に掲載されている募集ポジションは日本国内の勤務地のプログラムであり、ビジネスレベル以上の日本語能力が必須要件です。また、アプリケーションフォーム内に日本語で回答する設問もございます。

《日本の募集ポジションへの応募方法》

1. <https://bankcampuscareers.tal.net/candidate> をクリックしてください
2. 「Japan Program」を選択してください



3. 希望するプログラムを選択し、「Apply」ボタンをクリックしてください。
4. 初期登録をしてください
5. アカウント登録後、アプリケーションフォームのページにお進み、必要事項をご入力の上、「Submit」ボタンをクリックしてアプリケーションをご提出ください。



《アプリケーションおよび選考状況の確認方法》

1. <https://bankcampuscareers.tal.net/candidate> をクリックしてください
2. 設定したメールアドレスとパスワードで登録アカウントにログインしてください
3. 「My Opportunities」をクリックしてください。

Bank of America Merrill Lynch

Career application portal

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My Opportunities -

Global Investment Banking Full Time Analyst Program (Japan)

Global Investment Banking Full Time Analyst Program (Japan): Talent assessment

[View System Requirements](#) [Give us your feedback](#) [Update Attachments](#) [Withdraw Application](#)

Application ID: 14495

Thank you for your interest in Bank of America. As part of the application process, you are required to complete an online assessment by May 23, 2019. Click on the 'View System Requirements' button above to continue.

We'd appreciate it if you could provide some feedback on the online application process by clicking on the 'Give us your feedback' button.

Careers

Explore some of the ways we're committed to diversity every

Bank of America

[View cookie / data protection and privacy policy](#)



To help with the application and process, please visit the [Japan Recruitment Portal](#). If you require any support or adjustments during the process, please reach out to the [Japan Campus recruitment team](#).

<<アプリケーションフォーム設問項目の説明及び注意点>>

*** 印は必須入力項目です**

1. Personal Details

Progress Tracker

- ✖ Personal Details
- ✖ Additional Information
- ✓ Current / Most Recent University
- Education
- ✖ Employment / Extra Curricular Experience
- ✓ Achievements
- ✖ Business Specific Questions
- ✓ Languages
- ✖ Attach documents
- ✖ How did you hear about us?
- ✓ Diversity
- ✓ Declaration

Symbol Key

- ✓ Completed
- ✓ Not Mandatory
- ✖ Incomplete
- * Required Field

Application For : Global Investment Banking Full Time Analyst Program (Japan)

[Instructions](#) [Print Application](#)

Personal Details

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form

Title	Ms
First name *	John
Preferred name	
Last name *	Peter
Kanji full name	
Kana full name *	
Email / Personal *	testing@bami.com
Secondary / University email	
Phone number (mobile / cell) *	Afghanistan +93 214124
Phone number (home)	Afghanistan +93 21431
Have you started college/university? *	Yes

Home/permanent address - This is the address we will send communications to.

Location *	Algeria
Address line 1 *	14214
Address line 2	
City/Town *	1411
County / State / Province	Select
Postcode/Zipcode	
Do you have a campus address? *	No

大学の住所を知っている場合は「Yes」を選択してください。



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2. Program Preference

Application For : Global Investment Banking Full Time Analyst Program (Japan)

[Instructions](#) [Print Application](#)

Progress Tracker

- ✖ Personal Details
- ✖ Program Preference
- ✖ Additional Information
- ✖ Current / Most Recent University Education
- ✖ Employment / Extra Curricular Experience
- ✓ Achievements
- ✖ Business Specific Questions
- ✖ Languages
- ✖ How did you hear about us?
- ✖ Diversity
- ✖ Declaration

Symbol Key

- ✓ Completed
- ✓ Not Mandatory
- ✖ Incomplete
- * Required Field

Program Preference

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form

Please select your preferred business area *

Select

Back Save and Continue

投資銀行部門/資本市場部門へ応募された場合、投資銀行部門(Global Investment Banking)と資本市場部門(Global Capital Markets)のいずれかご興味のある部門を選択してください。

金融市場部門へ応募された場合、債券本部セールス(Fixed Income, Currencies and Commodities Sales)、債券本部トレーディング(Fixed Income, Currencies and Commodities Trading)と株式本部(Global Equities)のいずれかご興味のある業務を1-3の優先順位で選択してください。

3. Additional Information

Application For : Global Investment Banking Full Time Analyst Program (Japan)

[Instructions](#) [Print Application](#)

Progress Tracker

- ✓ Personal Details
- ✓ Additional Information
- ✓ Current / Most Recent University Education
- ✖ Employment / Extra Curricular Experience
- ✓ Achievements
- ✖ Business Specific Questions
- ✓ Languages
- ✖ Attach documents
- ✖ How did you hear about us?
- ✓ Diversity
- ✓ Declaration

Symbol Key

- ✓ Completed
- ✓ Not Mandatory
- ✖ Incomplete
- * Required Field

Additional Information

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form

Have you ever worked for Bank of America Corporation or any of its related companies, affiliates or subsidiaries, including any predecessor organizations (including but not limited to NationsBank, Fleet, MBNA)? *

Select

This field is required

Are you currently employed by Bank of America? *

Select

This field is required

Do you currently or have you worked at Pricewaterhouse Coopers LLP (PwC), the bank's internal auditor, since July 2002? *

Select

This field is required

Are you currently or have you ever been a registered representative in the securities industry?

(Note: A registered representative, also called a general securities representative, a stockbroker, or an account executive, is an individual who is licensed to sell securities and has the legal power of an agent in the United States. The Securities Industry and Financial Markets Association (SIFMA) is a United States industry trade group representing securities firms, banks, and asset management companies)

*

This field is required

Are you legally authorized to work for Bank of America in the country in which the job is located?

*

This field is required

過去にバンク・オブ・アメリカ・コーポレーション、またはその関連会社や子会社で勤務経験はありますか？

現在バンク・オブ・アメリカに在籍していますか？

現在、または2002年7月以降にPwCでの勤務経験はありますか？

現在、または過去に証券業界にて外務員として登録をしたことはありますか？

日本で就労に対し法的に問題はありますか？ない場合は「Yes」と答えてください。



To help with the application and process, please visit the [Japan Recruitment Portal](#). If you require any support or adjustments during the process, please reach out to the [Japan Campus recruitment team](#).

Do you now or will you in the future require sponsorship to work legally in the country in which the job is located? *

Select

This field is required

Do you have any medical condition, special educational needs or disability that means that you may require special adjustments made for you during either the online testing, interview or assessment center stages of our selection process? *

This field is required

Do you have any relative(s) who is currently employed by the Bank of America or any of its subsidiary companies? *

Select

This field is required

Do you have anyone that you have a close personal relationship with who is currently employed by the Bank of America or any of its subsidiary companies? *

This field is required

Have you been referred by a client/customer of the bank? If yes, please provide the name of client/customer?*

*Non-US Countries ONLY: For the purpose of this question, regulators and third parties providing services on behalf of the Company (such as vendors or senior advisors) are also included within this definition.

.

Select

This field is required

Are you studying abroad during your school term? *

This field is required

日本国籍または永住権をお持ちの方は「No」を選択してください。そのほかは「Yes」を選択してください。

選考時の配慮が必要な方は「Yes」を選択してください。

バンク・オブ・アメリカまたはその子会社で現在雇用されている親族はいますか？

バンク・オブ・アメリカで現在雇用されている社員と個人的な関係をお持ちの場合は「Yes」を選択してください。

バンク・オブ・アメリカのクライアント及び顧客よりご推薦されましたでしょうか？「Yes」と回答された場合、そのクライアント及び顧客のお名前を教えてください。

学期中に海外留学をされますでしょうか？



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4. Current / Most Recent University Education

Application For : Global Investment Banking Full Time Analyst Program (Japan)

[Instructions](#) [Print Application](#)

Progress Tracker

- ✓ Personal Details
- ✓ Additional Information
- ✓ Current / Most Recent University Education
- ✗ Employment / Extra Curricular Experience
- ✓ Achievements
- ✗ Business Specific Questions
- ✓ Languages
- ✗ Attach documents
- ✗ How did you hear about us?
- ✓ Diversity
- ✓ Declaration

Symbol Key

- ✓ Completed
- ✓ Not Mandatory
- ✗ Incomplete
- * Required Field

Current / Most Recent University Education

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form

Location of study *

Select

Please note - It may take a few seconds for the university list to load once you have selected your country of study.

Current University / School *

Select

If your university/school is not listed please select 'Other' and [email us the university/school name](#).

Start date *

mm ▼ yyyy ▼

Degree type *

Select

Subject / Major *

Select

Degree expected / obtained? *

Select

国内大学は「Japan」を選択してください。国外の場合はリストより該当国を選択してください

在学中の大学を選択してください。

・入学月/年
・学位
・学部
・大学修了状況
修了予定は「Expected」または修了済み「Obtained」を選択してください。

Results

大学成績

Result Scale *

Select

大学院在籍の方のみ「Yes」を選択してください。

Do you have any previous university education? *

No



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5. Previous University Education

※大学院在学の方のみ該当されいます。

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Progress Tracker

- ✓ Personal Details
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- ✓ Current / Most Recent University Education
- ✗ Previous University Education
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- ✗ Attach documents
- ✗ How did you hear about us?
- ✓ Diversity
- ✓ Declaration

Symbol Key

- ✓ Completed
- ✓ Not Mandatory
- ✗ Incomplete
- * Required Field

Previous University Education

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form

Location of study *

Please note - It may take a few seconds for the university list to load once you have selected your country of study.

University / School *

Start date *

Degree type *

Subject / Major *

Date degree obtained *

Results

Result Scale *



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6. Employment / Extra Curricular Experience

Application For : Global Investment Banking Full Time Analyst Program (Japan)

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- ✓ Personal Details
- ✓ Additional Information
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- Education
- ✓ Previous University Education
- ✗ Employment / Extra Curricular Experience
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- ✓ Languages
- ✗ Attach documents
- ✗ How did you hear about us?
- ✓ Diversity
- ✓ Declaration

Employment / Extra Curricular Experience

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form

If you have had previous employment or extra curricular experience, please tell us about them here (maximum of two). If you have not had any previous employment or extra curricular experience, select 'No' and continue to the next page.

Do you have any employment or extra curricular experience? *

Select

This field is required

Do you have post bachelors work experience? *

Select

This field is required

Have you completed the TOEIC (Test of English for International Communication) certification? *

Select

This field is required

Have you completed the TOEFL (Test of English as a Foreign Language) certification? *

Select

This field is required

Have you had any experience living abroad? *

Select

This field is required

職務経験はありますか？

学士号取得後の就業経験はありますか？

TOEICのスコアをお持ちの方は「Yes」と回答の上、次の設問で点数を選択してください。

海外滞在経験がある場合は「Yes」を選択し、詳細を次の設問でご記入ください。

TOEFLのスコアをお持ちの方は「Yes」と回答の上、次の設問で点数を選択してください。



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7. Achievements

Application For : Global Investment Banking Full Time Analyst Program (Japan)

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- ✓ Employment / Extra Curricular Experience
- ✓ Achievements
- ✗ Business Specific Questions
- ✓ Languages
- ✗ Attach documents
- ✗ How did you hear about us?
- ✓ Diversity
- ✓ Declaration

Achievements

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form. Although the questions are written in English, you may respond in Japanese. Responses in Japanese may show with a red underline. Please ignore this.

Please list any seminars and clubs you belong to within your University. You may write your answer in Japanese

所属されているゼミまたはクラブを入力してください
(日本語で回答してください)

[Back](#) [Save and Continue](#)

Symbol Key

- ✓ Completed
- ✓ Not Mandatory
- ✗ Incomplete
- Required Field

8. Business Specific Questions

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Progress Tracker

- ✓ Personal Details
- ✓ Additional Information
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- ✓ Previous University Education
- ✓ Employment / Extra Curricular Experience
- ✓ Achievements
- ✗ Business Specific Questions
- ✓ Languages
- ✗ Attach documents
- ✗ How did you hear about us?
- ✓ Diversity
- ✓ Declaration

Business Specific Questions

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form. Although the questions are written in English, you may respond in Japanese. Responses in Japanese may show with a red underline. Please ignore this.

The word limits mentioned are for English Language responses only. If you are responding in Japanese, please limit Japanese character responses to 300 characters.

In your own words, please describe the function of the division you have selected and why have you applied to Bank of America Merrill Lynch? (200 word limit). *

7 of 200 words

※日本語で回答してください※
バンク・オブ・アメリカおよび志望部門への応募理由をご記入ください。

Symbol Key

- ✓ Completed



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9. Languages

Application For : Global Investment Banking Full Time Analyst Program (Japan)

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Progress Tracker

- ✓ Personal Details
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 - ✓ Achievements
 - ✓ Business Specific Questions
 - ✓ Languages
 - ✗ Attach documents
 - ✗ How did you hear about us?
 - ✓ Diversity
 - ✓ Declaration

Languages

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form.

Japanese is the primary language of business for Bank of America, therefore fluency in Japanese is required.

What is your native language? *

Select

This field is required

Do you speak and write fluently in any other languages? *

Select

This field is required

母国語レベルの言語を選択してください。

そのほかビジネスレベルで会話できる言語を選択してください。

10. Attach Documents

履歴書のアップロードをお願いします。

《注》アップロードが可能なファイル形式は .doc, .docx, .pdfのいずれかのみとなります。

11. How did you hear about us?

Application For : Global Investment Banking Full Time Analyst Program (Japan)

[Instructions](#) [Print Application](#)

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 - ✓ Business Specific Questions
 - ✓ Languages
 - ✗ Attach documents
 - ✗ How did you hear about us?
 - ✓ Diversity
 - ✓ Declaration

How did you hear about us?

Please refer to the guidance available on the [Japan Recruitment Portal](#) for assistance in completing this form.

What prompted you to apply to Bank of America? *

Select

バンク・オブ・アメリカへ応募されたきっかけを選択してください。

Back

Save and Continue

Symbol Key

- ✓ Completed
- ✓ Not Mandatory
- ✗ Incomplete
- * Required Field

12. Diversity

性別、国籍を入力してください。

13. Complete Application

「Submit」ボタンを押して提出 →応募完了！



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