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≫

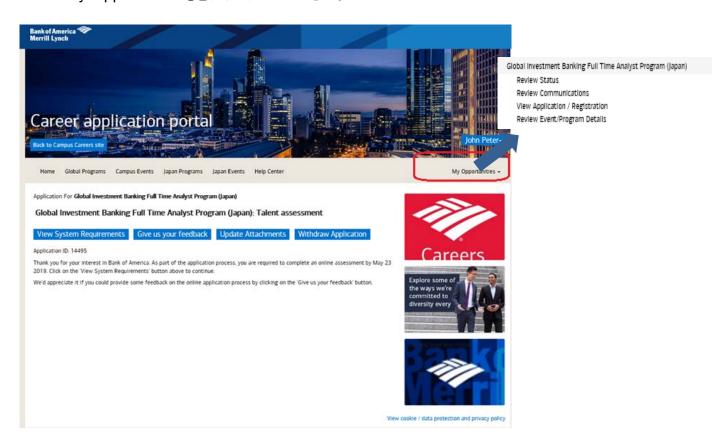
- 1. https://bankcampuscareers.tal.net/candidate をクリックしてください
- 2. 「Japan Program」を選択してください



- 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。



≪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

	Application For : 0		Banking Full	Time Anal	yst Program (Japan)	
Progress Tracker						
Personal Details Additional Information	Personal Details					
✓ Current / Most Recent University Education	Please refer to the guidance available on the Japan Recruitment Portal for assistance in completing this form					
★ Employment / Extra Curricular Experience ✔ Achievements	Title	Ms *				
★ Business Specific Questions	First name *	John				
✓ Languages✗ Attach documents✗ How did you hear about us?	Preferred name					
✓ Diversity	Last name •	Peter				
✓ Declaration	Kanji full name					
Symbol Key ✓ Completed	Kana full name *					
✓ Not Mandatory X Incomplete	Email / Personal •	testing@baml.com				
* Required Field	Secondary /					
	University email			1		
	Phone number (mobile / cell) *	Afghanistan +93	214124			
	Phone number	Afghanistan +93 v	21431			
	(home)					
	Have you started college/university? •	Yes		*		
Home/permanent address - This is the address we will send communications to.						
	Algeria					
	Address line 1 *	·42·4		Θ		
	Address line 2					
	City/Town *	141		¥		
	County / State / Province	Select				
	Postcode/Zipcode					
の住所を知っている場合 (es」を選択してください。	Do you have a campus address? •	No		٧		



2. Program Preference

1 Instructions Print Application Progress Tracker 投資銀行部門/資本市場部 門へ応募された場合、投資 X Personal Details Program Preference 銀行部門(Global Investment X Program Preference Please refer to the guidance available on the Japan Recruitment Portal for assistance in completing this form Banking)と資本市場部門 X Additional Information X Current / Most Recent University (Global Capital Markets)の Education いずれかご興味のある部門 Please select your Select ★ Employment / Extra Curricular Experience preferred business を選択してください。 ✓ Achievements area ' ■ Business Specific Questions 金融市場部門へ応募された × Languages Back Save and Continue 場合、債券本部セールス X How did you hear about us? (Fixed Income, Currencies X Diversity and Commodities Sales)、債 **X** Declaration 券本部トレーディング(Fixed Symbol Key Income, Currencies and Commodities Trading)と株式 Completed 本部(Global Equities)のいず Not Mandatory れかご興味のある業務を1-3 Incomplete * Required Field の優先順位で選択してくださ 3. Additional Information Application For: Global Investment Banking Full Time Analyst Program (Japan) 1 Instructions Application Progress Tracker ✓ Personal Details Additional Information Additional Information 過去にバンク・オブ・アメ Current / Most Recent University Please refer to the guidance available on the Japan Recruitment Portal for assistance in completing this リカ・コーポレーション、 Education Have you ever worked for Bank of America Corporation or any of its related companies, affiliate またはその関連会社や Employment / Extra Curricular Experience ✓ Achievements or subsidiaries, including any predecessor organizations (including but not limited to NationsB: 子会社で勤務経験はあ Fleet, MBNA)? **X** Business Specific Questions りますか? Languages Select X Attach documents This field is required X How did you hear about us? Diversity Are you currently employed by Bank of America? 現在バンク・オブ・アメリ ✓ Declaration 力に在籍していますか? Select Symbol Key This field is required Completed Do you currently or have you worked at Pricewaterhouse Coopers LLP (PwC), the bank's interna-✓ Not Mandatory auditor, since July 2002? Incomplete 現在、または2002年7月 * Required Field Select 以降にPwCでの勤務経 This field is required 験はありますか? 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 現在、または過去に証券業界 management companies) にて外務員として登録をしたこ とはありますか? This field is required

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



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。

This field is required

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

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

日本国籍また永住権をお 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。

Select
This field is required

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。

学期中に海外留学をされます

でしょうか?

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? •

Selec

This field is required

Do you have anyone that you have a close personal relationship with who is currently employed by the Bank ϱ f 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? *

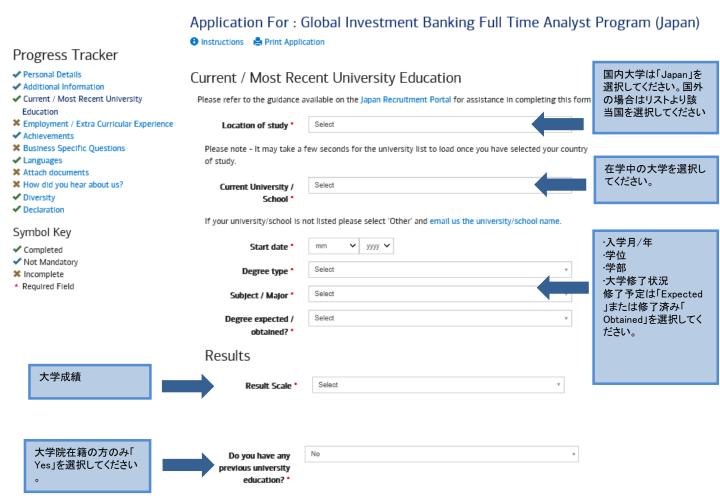
This field is required

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。



4. Current / Most Recent University Education



5. Previous University Education

※大学院在学の方のみ該当されいます。

1 Instructions Application Progress Tracker Previous University Education Additional Information ✓ Current / Most Recent University Please refer to the guidance available on the Japan Recruitment Portal for assistance in completing this form Education X Previous University Education Location of study * Select Employment / Extra Curricular Experience ✓ Achievements Please note - It may take a few seconds for the university list to load once you have selected your country X Business Specific Questions of study. ✓ Languages X Attach documents University / School * Select X How did you hear about us? ◆ Diversity yyyy <</p> Start date * mm ✓ Declaration Select Degree type * Symbol Key Subject / Major * Select ✓ Completed ✓ Not Mandatory уууу 🗸 Date degree X Incomplete obtained * * Required Field Results

Select

Result Scale *

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



6. Employment / Extra Curricular Experience

Progress Tracker

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

Symbol Key

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

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 してださい。

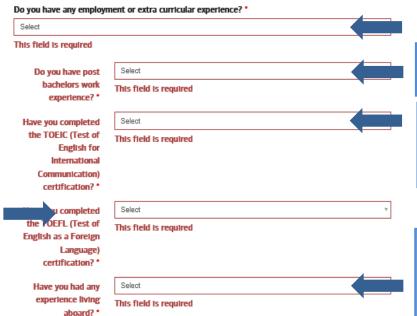
Application For: Global Investment Banking Full Time Analyst Program (Japan)

1 Instructions 🔓 Print Application

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.



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。

7. Achievements

Progress Tracker

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

Symbol Key

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

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

1 Instructions Application

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

Save and Continue

8. Business Specific Questions

Progress Tracker

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

Symbol Key

✓ Completed

Application For: Global Investment Banking Full Time Analyst Program (Japan) 1 Instructions Application

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。

所属されているゼミまたは

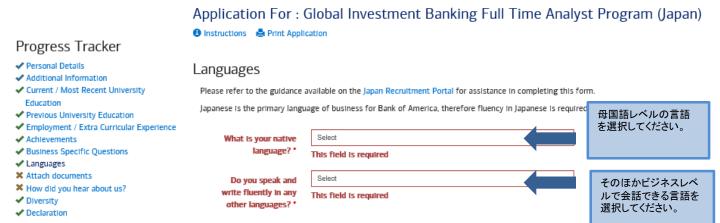
クラブを入力してください

(日本語で回答してくださ

(1)



9. Languages

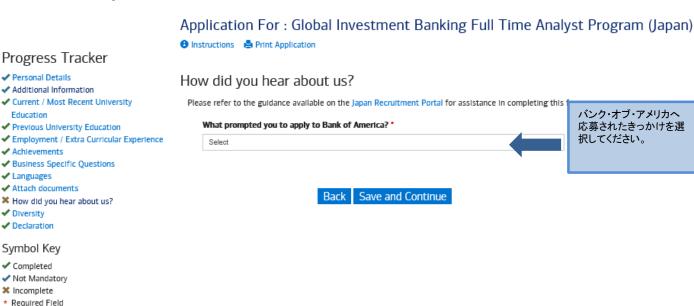


10. Attach Documents

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?



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!

