



**HAYS** Recruiting experts  
worldwide

## PERFECTLY MATCHING SKILLS AND POSITIONS

We recruit experts in banking for you

ACCOUNTANCY &  
MA/CONSTRUCTI  
CONTACT CENTR  
ATIONS/EDUCATI  
HNOLOGY/LEGAL  
SAFETY/POLICY&  
OURCES & MINING  
ENGINEERING/HU  
LOGISTICS/FACILITIES MANAGEMENT/FINANCIAL  
CIAL SERVICES/SOCIAL CARE/SALES & MARKETI  
ING/ENERGY/OFFICE SUPPORT/RESPONSE MANA  
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& DEVELOPMENT/PUBLIC SERVICES/ACCOUNTAN  
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RESOURCES/LOG  
PUBLIC SERVICES  
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CONTACT CENTRI  
ES/SOCIAL CARE  
NG/ENERGY/HEA  
OFFICE SUPPORT  
LEGAL/OIL & GAS

# TAKE ADVANTAGE OF OUR INTERNATIONAL NETWORK AND LOCAL EXPERTISE

In Switzerland, when it comes to finding the right experts for banking and related sectors, quality is of the utmost priority. Hays Switzerland has over ten years' experience in finding permanent and temporary professionals for employers throughout the banking and financial services sectors. Our Swiss consultants possess the proven track record, expertise and international connections necessary to identify and attract the talent you need in private and investment banking, asset management and alternative investments, and retail banking or commodity trading.

With offices in key financial regions such as Zurich, Geneva, Basle, Frankfurt, Luxembourg, across the UK, Singapore, Hong Kong and Dubai, Hays strives to remain as close as possible to the banking community. Our consultants' local knowledge means we can provide informed and objective benchmarks on salaries and benefits, while staying on top of regional market trends that impact on recruitment activity.

## Attracting the best candidates

In many cases, Hays is asked to fill a number of positions simultaneously, such as when an enterprise upgrades its IT systems and requires numerous experts at the same time. Banking experts in Switzerland, however, are usually sought on an individual basis, with the challenge consisting of finding the best possible match between individual job profiles and globally available candidates. Private banks in Geneva may be looking for international portfolio managers, while retail banks in Lucerne are primarily interested in hiring native Swiss branch managers and support assistants. Exclusive asset management firms in Zug might be looking for experienced fund managers, whereas global investment banks in Zurich may be seeking additional experts in mergers and acquisitions.

This is why in addition to the high standard of service we normally provide, whatever the recruitment challenge, we can also easily customise our services to suit each client's unique needs. In discussion with you, the client, we note precisely your individual business requirements as well as the skills you need, and then source just the right expert for you.

We match your needs, point by point, with our constantly updated and carefully maintained candidate profiles so that the experts we then suggest to you not only have the required technical qualifications, but also possess all the soft skills you need.

In today's globalised industry, workforces in the banking and financial services sectors are more mobile than ever before. Our international office network, in Europe, Asia-Pacific, the Far East and the Gulf, combined with our regional roots in Switzerland, enable us to source highly skilled banking professionals for you.

## Tailored client services

While we enjoy a high profile in the specialist, local and national press and invest substantially in online campaigns, we meet more candidates through referrals than by any other means. By providing a superior service to our candidates we have developed a large database of banking and financial services experts throughout Switzerland and Europe. Sophisticated search technologies afford our consultants instant access to all these candidates, which means your opportunities can be marketed immediately to a relevant audience ready to make a move.

Because we take a holistic approach to recruitment, depending on your needs, we may be able to offer you far more than just the referral of experts. We can often manage the entire recruitment process for you – from administration to verification of the service provided by our experts right through to invoicing – electronically as well as through an integrated workflow. Nowhere is our customised service better illustrated than at large banks, such as those in Great Britain, that have outsourced their entire recruitment operations to us. They know through experience that we can tailor and integrate our service, technology and people to deliver cost-effective and transparent solutions, all in partnership with our clients.

# WE ARE THE LINK BETWEEN BANKS AND SPECIALISTS

## THE RIGHT EXPERTS FOR IMPORTANT TASKS

### Our financial specialists cover a broad range of topics:

- **Private banking**
  - Client advisory
  - Portfolio management
  - Investment analysis
  - Credit risk management
  - Compliance
- **Investment banking**
  - Client relationship and product management in FX, capital markets, structured products or derivatives
  - Trading FX, equities, derivatives, structured products
  - Corporate actions
  - Portfolio and fund management
  - Research and quantitative analysis
  - Credit analysis, risk management and compliance
- **Asset management and alternative investments**
  - Relationship management
  - Client reporting and client services
  - Fund management and accounting
  - Product research and analysis in private equity, hedge funds, real estate operations management
- **Retail banking**
  - Sales and customer advisory
  - Credit advisory
  - Product specialism
  - Branch management
- **Trading**
  - Commodity trading
  - Trade finance and trade support
  - Pricing and valuations
  - Research and analysis

## Stay flexible – with customised contract models

Flexibility is the key to success when using experts and that's why we offer a variety of contract models that allow a high degree of flexibility while helping find the right answer to every challenge.

## Permanent – top talent for key positions

Having employees who are experts in their fields is critical to your business success. If you need to hire specialists for your business on a permanent basis, we'll find the right candidates – both technically as well as in terms of their soft skills. With us as your recruiting professionals you'll not only find the right experts, but also save a great deal of time and money.

## Contracting – staffing time and mission-critical projects

We recruit the best freelance professionals, interim managers and consultants for you. With their high levels of expertise and long experience in their respective fields, our fully committed business partners support and assist you throughout the duration of your upcoming projects or while temporarily bridging vacancies – including at senior executive level. This quickly and very flexibly gives you experts with the competence and capability to help you with business-critical issues while eliminating the need to develop your own resources.

## Temp – qualified specialists in temporary employment

Whether during peak loads in your daily business or in the handling of upcoming major projects, you need specialists who effectively complement your core team and fit directly into your organisation. Our qualified temp specialists, provided as short-term agency staff, will quickly and smoothly assist you with your forthcoming projects.

## Managed service provision – managing and administering your recruitment processes

When it comes to efficiency, our processes and procedures are second to none. As an exclusive partner and third-party manager, we can handle all your business processes with regard to recruitment: from placement through to administration and payroll – a service that is increasingly appealing to more and more customers. In particular, a number of world-renowned banks rely on our highly professional managed service provision.

# WE ARE YOUR PARTNER FOR ALL YOUR RECRUITMENT NEEDS

The banking arena is subject to a wide variety of different and challenging demands – for the financial specialist as well as for us as a recruitment service provider. For this reason, the specialists we recruit are not the only ones who speak your language – our key account managers do, too. In addition to qualified industry knowledge, they also possess experience gathered from numerous successful placements, as the following examples demonstrate.

## Private banking

### Compliance and risk manager

With new regulations being ceaselessly introduced into the market, banks need to continually keep abreast of and rapidly implement local requirements as well as new international conventions. Thus, highly astute compliance and risk professionals are in great demand. As a result, we proactively attract and interview a large number of specialists who possess just these skills.

For example, a top tier private bank engaged us to seek out a compliance and risk manager for them. The bank was seeking a professional with a background in either operational risk management or with auditing skills. Additionally, a thorough understanding of and experience with local Swiss law was imperative, while the analysis of and adherence to compliance issues made particular soft skills very important. The client also needed a candidate who would understand the constraints of the front office and act accordingly.

Our combined proactive abilities led to a quick and completely satisfying result for our client. Previously we had met with and interviewed a very large number of compliance and risk candidates, but by utilising our computer systems we swiftly managed to identify a smaller number of suitable individuals and submitted a short-list of three relevant candidates with varying levels of seniority.

### At a glance

- Industry: Private banking
- Number of specialists sought: One
- Contract model: Permanent
- Recruiting measures: Search in our pool of experts
- Result: We were able to present three relevant candidates

## Investment banking

### Product manager

Nowadays product management is key in developing and reinforcing the quality and attractiveness of financial products for investors. Ethical and astute product managers are therefore integral to investment banking.

In order to optimize their Swiss expansion with local knowledge and the appropriate products, a European investment banking firm was looking for a senior product manager with experience in the Swiss sector. It was crucial that this product specialist understood the complexity of a wide range of financial products, was able to adapt existing products and solutions to both local Swiss demand and Swiss laws, and was able to implement the relevant pricing models. Thus, the client required an accurate, versatile analysis of requirements with a measure of creativity.

We decided to implement a confidential advertisement campaign on European media channels and career platforms. After receiving numerous applications, our thorough understanding of the client's needs and investment culture enabled us to shortlist two candidates whom we prepared for our intensive recruitment process, and the successful candidate commenced work just six weeks after the search had begun.

### At a glance

- Industry: Investment banking
- Number of specialists sought: One
- Contract model: Permanent
- Recruiting measures: Confidential advertising campaign
- Result: The successful specialist began work six weeks after the campaign was launched

## Asset management and alternative investment

### Relationship manager for institutional clients

The recent upheavals in the financial markets have made it difficult – in particular for new firms – to attract clients for newly introduced funds. Our market expertise, however, helps us to identify the appropriate sales and relationship professionals for these new products.

An expanding firm specialising in alternative investment funds was looking for a senior institutional account relationship manager to take charge of acquiring new key clients. Our challenge was to find a relationship manager with an established network in the German-speaking region of Switzerland; someone with a deep understanding of European alternative investments who would properly represent the firm, explain the products and convince investors to commit to them.

We were exclusively tasked to fill this position and utilising our local consultants' professional networks, we were able to locate the right person within two weeks. The candidate we proposed possessed access to volume investors and had the right enthusiasm to raise the level of interest for the products in question. Our success was once again assured by our extensive network of expert contacts.

#### At a glance

- Industry: Asset management
- Number of specialists sought: One
- Contract model: Permanent
- Recruiting measures: Our professional contacts network
- Result: We were able to locate the ideal person within two weeks



## Commodity trading

### Commodity controller

The number of commodity trading desks in the Lake Geneva region is rapidly increasing. To report and control the intraday movements on each desk, financial professionals with expertise in day-to-day trading of physical commodities are in high demand.

For example, a large trading company for physical commodities wanted to fill a new position for a controller on the grain desk. The company contacted us seeking a candidate with outstanding technical skills who could also operate in a fast-paced environment.

Initially, we made a thorough search of the Geneva market before concluding we needed to activate our international network to find the best candidate. We subsequently contacted our London, Paris and Singapore offices and engaged them in the search. Our global colleagues placed advertisements on their local job boards and interviewed a number of potential candidates. In the end, we were able to produce two suitable candidates located through our London office.

#### At a glance

- Industry: Commodity trading
- Number of specialists sought: One
- Contract model: Permanent
- Recruiting measures: Search in our pool of experts, including our London, Paris and Singapore offices
- Result: We were able to produce two suitable candidates

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