



UNIVERSITY OF
TORONTO
SCARBOROUGH

MANAGEMENT
Experience to Lead



COMMERCIAL BANKING

CAREER GUIDE

This Career Guide is intended to offer general guidance and suggestions related to pursuing a career. It provides an overview of the field, potential career paths, required skills, and tips for success. The guide should be used as a starting point to gather information and gain insights into the field. It is advisable to conduct further research, seek additional resources, and consult with professionals in the industry to obtain comprehensive and up-to-date information.

Commercial Banking Overview

Financial institutions (such as banks) operate different functions that offer financial and liquidity solutions to businesses and the public. Some functions include credit creation, loans, savings accounts, financial products, deposit acceptance, treasury and payments, agency and advisory solutions, and international banking to individuals and small businesses.

A Few Commercial Banking Roles

- Commercial Banking Analyst
- Credit Analyst
- Credit Adjudicator
- Risk Manager
- Trust Officer
- Loan Officer
- Loan Broker
- Mortgage Banker
- Private Lender
- Branch Managers
- Tellers
- Sales Associate

Responsibilities of a Commercial Bankers

Role responsibilities vary and are dependent on the team and organization. Following are general responsibilities:

- Commercial bankers work in client-facing advisory roles, for medium-to-large sized businesses. They may be industry generalists or specialists working in sales, support, or deal teams that offer customized financial solutions to clients.
- Core activities include business development and providing support to internal teams. Commercial banks must foster and expand client relationships to grow their portfolios.
- Additional activities involve overseeing transactions such as account monitoring and credit analysis.

Skills Required

The skill set of commercial bankers is transferrable and can be readily applied to various Finance roles and industries. The following is a non-exhaustive list of skills that commercial bankers commonly utilize in their day-to-day responsibilities. Please note that additional skills and knowledge of tools may be required beyond those mentioned here.

Transferable Skills:

- Professional written and oral communication
- Relationship management and interpersonal skills
- Sales and marketing
- Negotiation
- Customer-service
- Problem-solving
- Attention to detail

Technical Skills

- Financial Modeling
- Financial Analysis
- Business and Industry Analysis
- Credit Structuring and Documentation
- Credit Risk
- Risk Management
- Loan Underwriting
- Proficiency in Microsoft and Google Suite

Exploring Job Opportunities

Companies That Hire

- **Large-Sized Banks in Canada**
 - TD, RBC, CIBC, BMO, Scotiabank, National Bank of Canada
- **Mid-Sized Banks in Canada**
 - Laurentian Bank, Desjardins Group, Canadian Western Bank, ICICI Bank, Bank of China
- **Large-Sized Banks in the US**
 - Bank of America, Citi Bank, J.P. Morgan, Wells Fargo, Goldman Sachs, U.S. Bancorp
- **Mid-Sized Banks in the US**
 - Capital One, Truist Bank, PNC Bank, Capital One Financial, Bank of New York Mellon, State Street, Citizens Financial, Charles Schwab Corporation
- **Large-Sized Credit Unions in Canada**
 - Meridian Credit Union, Alterna Credit Union, FirstOntario Credit Union, DUCA Credit Union, Libro Credit Union

Co-op and Internship Positions

- Applications typically open at least 4 months prior to the start date
 - Fall Co-op: Start seeking in April
 - Winter Co-op: Start seeking in August
 - Summer Co-op: Start seeking in December
- Application posting timelines vary from each company
- Interviews are usually one round



Capital Markets, Global Markets

Program Summer Analyst

Program Length: 4 Months

Timelines & Process:

- January – Roles Posted
- End of August – Application Due
- May – Program Begins



Summer Analyst Program

Program Length: 8 – 11 weeks

Timelines & Process:

- March to August – Roles Posted
- May – Program Begins

Rotational Programs for Graduating Students

Unlock the opportunity to explore diverse roles and departments through dynamic rotational programs, where you can discover your ideal job preferences. With the potential for permanent job placements, these programs not only offer valuable mentorship opportunities but also provide a platform for your



Commercial Banking Associate Program (CBAP)

Program Length: 10 Months

Rotations: 1+

Timelines & Process:

- Roles Posted – September to November



Accelerate Commercial Banking New Graduate Development Program

Program Length: 12 Months (1 Year)

Rotations: 3-4

Timelines & Process:

- Roles Posted – May or September

Note: Some rotational programs may have specific recruitment schedules, so be sure to check deadlines and apply in advance (one year before graduation) if needed.

Resources

UTSC Courses

Personal Financial Management ([MGFC20H3](#)): This course covers goal setting, personal financial statements, debt and credit management, risk management, investing in financial markets, real estate appraisal and mortgage financing, tax saving strategies, retirement and estate planning. The course will help students manage their personal finances, and their future careers with financial institutions.

International Financial Management ([MGFC50H3](#)): This course provides students with a framework for making financial decisions in an international context. It discusses foreign exchange markets, international portfolio investment and corporate finance. Next to covering the relevant theories, students also get the opportunity to apply their knowledge to real world issues by practicing case studies.

Risk Management ([MGFD30H3](#)): This course develops analytical skills in risk management. It introduces techniques used for evaluating, quantifying, and managing financial risks. Among the topics covered are market risk, credit risk, operational risk, liquidity risk, bank regulations and credit derivatives.

Advanced Financial Management ([MGFD70H3](#)): This course examines more advanced and complex decision making situations a financial manager faces in such areas as capital budgeting, capital structure, financing, working capital management, dividend policy, leasing, mergers and acquisitions, and risk management.

Public Management ([MGSC03H3](#)): An introduction to key public sector management processes: strategic management at the political level, planning, budgeting, human resource management, and the

management of information and information technology. Makes use of cases, and simulations to develop management skills in a public sector setting.

Online Courses

Coursera

- [Global Financial Markets](#)
- [Money Banking](#)

Did you know? You have access to some Coursera courses through UofT. Click [here](#) for **FREE** access!

Software Training

Bloomberg

- The Bloomberg system is a leading information service for global financial markets that provides real time financial market data.
- Bloomberg Market Concepts (BMC) is a library of e-learning courses that introduces the financial markets. By taking BMC, you will learn about the financial markets via 35 learning outcomes, familiarize yourself with over 100 Bloomberg terminal functions, solidify your knowledge with over 160 interactive questions.

FactSet Training

- FactSet is a research platform that consolidates all the analytics and data professionals need to monitor global markets, public and private companies, and equity and fixed income portfolios in a single, intuitive interface. The FactSet Core Certification will teach you how to use FactSet's industry-leading Tools to analyze multiple asset classes.

S&P Capital IQ

- Capital IQ is a research and data analysis tool to retrieve information on public and private companies, including financial statements, M&A activity debt, equity offerings and IPOs, corporate executives, compensation, comparable companies, precedent transactions, custom charts, macroeconomic data, financial modeling and company news.
- S&P Capital IQ 101 includes a series of videos that help ease your transition to the new S&P Capital IQ platform, which covers common workflows on the CapIQ database, as well as helpful foundational knowledge.
- S&P has partnered with [Training the Street](#), a private training organization specially catered to finance professionals and students and providing "hands on" materials for development.

PitchBook

- Pitchbook is a platform for comprehensive data on the global capital markets and proprietary research. It is a data provider offering stock market data, merger & acquisition data, private company data, private equity data, and venture capital data.

Excel

- Excel is a spreadsheet program from Microsoft, enabling users to format, organize, analyse, and calculate data. It is the most common and one of the most basic apps used to manipulate data.
- [The BRIDGE Excel Learning Series](#): This learning series features a compilation of short, instructional videos that are designed to help students gain all the basic understanding and utilization of Excel while giving real case dataset examples to increase data literacy skills.
- [Microsoft Office Specialist Certification on Excel \(MOS\)](#). Rotman Labs partnered with Microsoft to bring students the free training and modules within a time limit of three months. The application for the MOS program can be found <https://forms.office.com/pages/responsepage.aspx?id=JsKqeAMvTUuQN7RtVsVSELctwNDfsRZFishA1o4IITIUQVJPSzAwRFQ5VjVYSUtMNEo3QkVQRVhaVSQIQCN0PWcu>

Professional Certification

Commercial Banking & Credit Analyst (CBCA)

The CBCA is a certification program designed specifically for current and aspiring commercial credit professionals like relationship managers, credit analysts, adjudicators, and loan brokers. It's considered highly practical (as opposed to theoretical) and very valuable to business lenders at commercial banks, credit unions, equipment finance firms, and commercial real estate lenders.

The program is entirely online and self-paced, including the examination, which is also delivered electronically. Relative to the first two certifications, the CBCA requires much less time to complete (around 50 hours of coursework).

Library Resources

- [Foundational Data Literacy Series](#)
- [Commercial Banking e-books](#)
- [Statista: Commercial Banking in Canada](#)
- [Gartner: Commercial Banking and technology research](#)
- [MarketResearch.com Academic: Commercial Banking market intelligence reports](#)

Sources

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