

# BACKGROUND INFO

## STANDARD DESCRIPTION OF MAIN JOBS (source O\*NET)

### - Credit Analysts

**Role:** Analyze credit data and financial statements of individuals or firms to determine the degree of risk involved in extending credit or lending money. Prepare reports with credit information for use in decisionmaking.

**Sample of reported job titles:** Credit Administrator, Credit Analyst, Credit and Collections Analyst, Credit Officer, Credit Representative, Credit Risk Analyst, Municipal Fixed Income Analyst

#### Tasks of credit analysts:

- Analyze credit data and financial statements to determine the degree of risk involved in extending credit or lending money. (Relevance: 100/100; Importance: 98/100; Task Type: Core)
- Complete loan applications, including credit analyses and summaries of loan requests, and submit to loan committees for approval. (Relevance: 85/100; Importance: 94/100; Task Type: Core)
- Generate financial ratios, using computer programs, to evaluate customers' financial status. (Relevance: 100/100; Importance: 89/100; Task Type: Core)
- Prepare reports that include the degree of risk involved in extending credit or lending money. (Relevance: 100/100; Importance: 89/100; Task Type: Core)
- Analyze financial data, such as income growth, quality of management, and market share to determine expected profitability of loans. (Relevance: 95/100; Importance: 88/100; Task Type: Core)
- Compare liquidity, profitability, and credit histories of establishments being evaluated with those of similar establishments in the same industries and geographic locations. (Relevance: 100/100; Importance: 81/100; Task Type: Core)
- Consult with customers to resolve complaints and verify financial and credit transactions. (Relevance: 80/100; Importance: 52/100; Task Type: Core)
- Contact customers to collect payments on delinquent accounts. (Relevance: 35/100; Importance: 75/100; Task Type: Supplemental)
- Evaluate customer records and recommend payment plans, based on earnings, savings data, payment history, and purchase activity. (Relevance: 65/100; Importance: 67/100; Task Type: Supplemental)
- Review individual or commercial customer files to identify and select delinquent accounts for collection. (Relevance: 65/100; Importance: 58/100; Task Type: Supplemental)
- Confer with credit association and other business representatives to exchange credit information. (Relevance: 60/100; Importance: 52/100; Task Type: Supplemental)

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### - Financial and Investment Analysts

**Role:** Conduct quantitative analyses of information involving investment programs or financial data of public or private institutions, including valuation of businesses.

**Sample of reported job titles:** Analyst, Credit Products Officer, Equity Research Analyst, Financial Analyst, Investment Analyst, Planning Analyst, Portfolio Manager, Real Estate Analyst, Securities Analyst, Trust Officer

**Tasks of Financial and Investment Analysts:**

- Analyze financial or operational performance of companies facing financial difficulties to identify or recommend remedies.
- Assess companies as investments for clients by examining company facilities.
- Collaborate on projects with other professionals, such as lawyers, accountants, or public relations experts.
- Collaborate with investment bankers to attract new corporate clients.
- Conduct financial analyses related to investments in green construction or green retrofitting projects.
- Confer with clients to restructure debt, refinance debt, or raise new debt.
- Create client presentations of plan details.
- Determine the prices at which securities should be syndicated and offered to the public.
- Develop and maintain client relationships.
- Draw charts and graphs, using computer spreadsheets, to illustrate technical reports.
- Employ financial models to develop solutions to financial problems or to assess the financial or capital impact of transactions.
- Evaluate and compare the relative quality of various securities in a given industry.
- Evaluate capital needs of clients and assess market conditions to inform structuring of financial packages.
- Inform investment decisions by analyzing financial information to forecast business, industry, or economic conditions.
- Interpret data on price, yield, stability, future investment-risk trends, economic influences, and other factors affecting investment programs.
- Monitor developments in the fields of industrial technology, business, finance, and economic theory.
- Monitor fundamental economic, industrial, and corporate developments by analyzing information from financial publications and services, investment banking firms, government agencies, trade publications, company sources, or personal interviews.
- Perform securities valuation or pricing.
- Prepare all materials for transactions or execution of deals.
- Prepare plans of action for investment, using financial analyses.
- Present oral or written reports on general economic trends, individual corporations, and entire industries.
- Purchase investments for companies in accordance with company policy.
- Recommend investments and investment timing to companies, investment firm staff, or the public.
- Specialize in green financial instruments, such as socially responsible mutual funds or exchange-traded funds (ETF) that are comprised of green companies.
- Supervise, train, or mentor junior team members.

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**- Financial Quantitative Analysts**

**Role:** Develop quantitative techniques to inform securities investing, equities investing, pricing, or valuation of financial instruments. Develop mathematical or statistical models for risk management, asset optimization, pricing, or relative value analysis.

**Sample of reported job titles:** Investment Portfolio Control Consultant, Investment Strategist, Portfolio Manager, Quantitative Analyst, Quantitative Equity Analyst, Quantitative Research Analyst, Quantitative Strategy Analyst, Research Analyst.

### Tasks of Financial Quantitative Analysts:

- Apply mathematical or statistical techniques to address practical issues in finance, such as derivative valuation, securities trading, risk management, or financial market regulation. (Relevance: 100/100; Importance: 85/100; Task Type: Core)
- Research or develop analytical tools to address issues such as portfolio construction or optimization, performance measurement, attribution, profit and loss measurement, or pricing models. (Relevance: 100/100; Importance: 79/100; Task Type: Core)
- Interpret results of financial analysis procedures. (Relevance: 100/100; Importance: 78/100; Task Type: Core)
- Develop core analytical capabilities or model libraries, using advanced statistical, quantitative, or econometric techniques. (Relevance: 90/100; Importance: 75/100; Task Type: Core)
- Define or recommend model specifications or data collection methods. (Relevance: 100/100; Importance: 71/100; Task Type: Core)
- Produce written summary reports of financial research results. (Relevance: 100/100; Importance: 66/100; Task Type: Core)
- Maintain or modify all financial analytic models in use. (Relevance: 100/100; Importance: 66/100; Task Type: Core)
- Provide application or analytical support to researchers or traders on issues such as valuations or data. (Relevance: 95/100; Importance: 65/100; Task Type: Core)
- Devise or apply independent models or tools to help verify results of analytical systems. (Relevance: 100/100; Importance: 64/100; Task Type: Core)
- Collaborate in the development or testing of new analytical software to ensure compliance with user requirements, specifications, or scope. (Relevance: 90/100; Importance: 61/100; Task Type: Core)
- Confer with other financial engineers or analysts on trading strategies, market dynamics, or trading system performance to inform development of quantitative techniques. (Relevance: 95/100; Importance: 61/100; Task Type: Core)
- Consult traders or other financial industry personnel to determine the need for new or improved analytical applications. (Relevance: 95/100; Importance: 59/100; Task Type: Core)
- Research new financial products or analytics to determine their usefulness. (Relevance: 100/100; Importance: 58/100; Task Type: Core)
- Identify, track, or maintain metrics for trading system operations. (Relevance: 80/100; Importance: 47/100; Task Type: Supplemental)
- Develop methods of assessing or measuring corporate performance in terms of environmental, social, and governance (ESG) issues. (Relevance: 95/100; Importance: 46/100; Task Type: Supplemental)
- Collaborate with product development teams to research, model, validate, or implement quantitative structured solutions for new or expanded markets. (Relevance: 90/100; Importance: 46/100; Task Type: Supplemental)
- Prepare requirements documentation for use by software developers. (Relevance: 90/100; Importance: 46/100; Task Type: Supplemental)
- Develop solutions to help clients hedge carbon exposure or risk. (Relevance: 50/100; Importance: 38/100; Task Type: Supplemental)
- Develop tools to assess green technologies or green financial products, such as green hedge funds or social responsibility investment funds. (Relevance: 80/100; Importance: 36/100; Task Type: Supplemental)
- Assess the potential impact of climate change on business financial issues, such as damage repairs, insurance costs, or potential disruptions of daily activities. (Relevance: 60/100; Importance: 33/100; Task Type: Supplemental)
- Analyze pricing or risks of carbon trading products. (Relevance: 55/100; Importance: 27/100; Task Type: Supplemental)

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- **Financial Risk Specialists**

**Role:** Analyze and measure exposure to credit and market risk threatening the assets, earning capacity, or economic state of an organization. May make recommendations to limit risk.

**Sample of reported job titles:** Analyst, Equity Research Analyst, Risk Analyst, Risk Manager, Risk Specialist, Securities Analyst

**Tasks of Financial Risk Specialists:**

- Analyze areas of potential risk to the assets, earning capacity, or success of organizations.
- Analyze new legislation to determine impact on risk exposure.
- Conduct statistical analyses to quantify risk, using statistical analysis software or econometric models.
- Confer with traders to identify and communicate risks associated with specific trading strategies or positions.
- Consult financial literature to ensure use of the latest models or statistical techniques.
- Contribute to development of risk management systems.
- Determine potential environmental impacts of new products or processes on long-term growth and profitability.
- Develop contingency plans to deal with emergencies.
- Develop or implement risk-assessment models or methodologies.
- Devise scenario analyses reflecting possible severe market events.
- Devise systems or processes to monitor validity of risk assessments.
- Document, and ensure communication of, key risks.
- Draw charts and graphs, using computer spreadsheets, to illustrate technical reports.
- Evaluate and compare the relative quality of various securities in a given industry.
- Evaluate the risks and benefits involved in implementing green building technologies.
- Evaluate the risks related to green investments, such as renewable energy company stocks.
- Gather risk-related data from internal or external resources.
- Identify key risks and mitigating factors of potential investments, such as asset types and values, legal and ownership structures, professional reputations, customer bases, or industry segments.
- Inform financial decisions by analyzing financial information to forecast business, industry, or economic conditions.
- Interpret data on price, yield, stability, future investment-risk trends, economic influences, and other factors affecting investment programs.
- Maintain input or data quality of risk management systems.
- Meet with clients to answer queries on subjects such as risk exposure, market scenarios, or values-at-risk calculations.
- Monitor developments in the fields of industrial technology, business, finance, and economic theory.
- Prepare plans of action for investment, using financial analyses.
- Produce reports or presentations that outline findings, explain risk positions, or recommend changes.
- Provide statistical modeling advice to other departments.
- Recommend investments and investment timing to companies, investment firm staff, or the public.
- Recommend ways to control or reduce risk.
- Review or draft risk disclosures for offer documents.
- Track, measure, or report on aspects of market risk for traded issues.