

Corporate Development Program FAQs:

What is the Corporate Development Program?

The Corporate Development Program, formerly the Operations, Management Services, Technology & Finance (OMST & F) Program is a U.S. entry-level program with tracks designed to create talent pipelines in operations, project and process management, technology and finance. The goal of the Corporate Development Program is to recruit, retain and develop a diverse group of high caliber interns for full-time analyst roles and analysts for associate level roles.

What kinds of opportunities are available?

The Corporate Development Program includes summer and full-time analyst opportunities. Through the Corporate Development Program, this diverse group of high caliber individuals are recruited, developed, and retained for continued advancement within the firm in the following areas:

- **Operations & Business Services** - Based on skills, interests and business need, analysts fill roles supporting the firm's infrastructure groups. Roles vary, but may include business analyst, project team member, trade support.
- **Technology** - Analysts may fulfill roles in business systems analysis, application development and support, and application service delivery.
- **Finance** - Analysts fill roles based their choice of one of the three placement areas: General Finance, Corporate Controllers, or Global Finance Operations.

In which locations are the opportunities available?

The Corporate Development Program offers various opportunities in the following locations:

Finance	Operations & Business	Technology
- Chicago, IL	- Boston, MA	- Chicago, IL
- Columbus, OH	- Chicago, IL	- Columbus, OH
- Newark, DE	- Columbus, OH	- Dallas, TX
- New York Metro	- Dallas, TX	- Houston, TX
	- Greenwich, CT	- Newark/Wilmington, DE
	- Houston, TX	- New York Metro
	- Newark/Wilmington, DE	- Tampa, FL
	- New York Metro	

When should I apply?

The Summer Analyst program serves as a pipeline to Full-Time Analyst opportunities. The vast majority of Summer Analyst recruiting happens during the Fall. In the event that FT business demand is greater than eligible past Summer Analysts, additional FT recruiting will take place in the Fall also. In the event that Summer intern business demand is greater than the number of eligible candidates sourced in the Fall, additional Summer intern recruiting will take place in the Spring. In order to be considered for a Summer Analyst position, apply to the program requisition via the website by January 30th.

Is this a paid internship?

The Corporate Development Program Internships are paid internships.

Which JPMorgan Chase & Co. Line of Business will I be interviewing with?

The Corporate Development Program is a corporate-wide initiative. Candidates are recruited to participate in the program, not for placement in a specific position or Line of Business. We are looking for high potential individuals that are able to fit into the program and have the adaptability and flexibility to join various groups.

Does the Corporate Development Program hire international students?

The Corporate Development Program accepts students who have permanent authorization to work in the United States, but does not currently sponsor international students. Opportunities outside of our Corporate Development Program may exist for international students.

When do new hires start?

The majority of our Summer Analysts begin in June, and the majority of our FT analysts begin in July.

How to Apply FAQs:

Login / Access

How can I access the career site?

The careers website can be accessed at the following site:

- <http://www.jpmorganchase.com/careers>

I am a new user. When trying to login the system, why am I required to set up an ID?

Upon your first log in, the system will prompt you to create a username and password. The username and password will be used to access the website. This username and password will be used to access the website. After this link is established once, you can log in using your username and password.

Please note - Your password must contain at least 6 and no more than 16 characters. It must be a combination of alphabetic and numeric characters. It must not be the same as your User ID, nor contain more than 2 consecutive repeating characters.

I have forgotten my password. Can you help reset my password?

1. Enter your username on the login page and then click on 'Forgot Password'.
2. An email will be sent out to your email address (which you have specified in your profile) with the link to reset your password.
3. Follow the link to create a new password.

I don't remember my username, what do I need to do?

1. On the login page, click on the link "Forgot My Username".
2. The system will prompt for details like your first and last name, etc.
3. Complete the required details and click on 'Validate'.
4. An email will be sent out to your email address (which you have specified in your profile) with the link to acknowledge your user name.
5. Follow the link to reset your password and login.

Creating a Profile

What is a profile?

Your profile is a summary of your interests, experience, education details, and job skills which the recruiter can access to shortlist you for open positions. Once you have set up your profile, you are not required to complete the same basic information (such as those mentioned above) every time you apply for an open position. It is to your benefit to ensure that your profile is updated and accurate.

How do I setup my profile?

You can set up your profile on "My Job Finder" in "Explore Jobs" website. For steps to setup your profile please refer to the training manual.

Will I be notified of an opening by an email?

You can choose to be notified for openings matching your profile by selecting "Please email me job opportunities that match my profile". For the procedure, please refer to the training manual*.

Applying for a job opening

Is there a limit to the number of positions that I can apply for?

You should apply for positions as per your qualifications, areas of interest, and location preference.

What are the minimum requirements to apply for Jobs?

Every Job posting will highlight the essential skills required for the job; however, qualified candidates for each program possesses the following:

- Working towards a BS/BA degree
 - Preferred GPA of 3.2
 - Interest in working within the corporate infrastructure & support areas of a major financial services institution
 - Highly motivated, results-oriented, customer-focused
 - Excellent leadership, interpersonal, & relationship management skills
 - Outstanding verbal & written communication skills
 - Quantitative & qualitative analytical skills
 - Proficiency with MS Excel, Word, PowerPoint, & Access
 - Initiative
 - Ability to multi-task & work in a fast-paced environment
 - Resourceful thinking
 - Ability to synthesize information to reach logical conclusions; manage projects, evaluate & improve processes & present findings
 - **Eligibility to work permanently in the U.S.**
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