

Financial Training Institute@SMU



Banking & Financial Training for Professionals



FINANCIAL TRAINING INSTITUTE @ SMU

FTI@SMU is set up by the Singapore Management University to focus on competency-based training and assessment for professionals in the banking and financial services industry. In recognition of SMU's leadership in business education and extensive linkage to the business community, FTI@SMU is appointed the Lead Training and Assessment Provider for FICS accredited programmes for Corporate Banking, Corporate Finance, Financial Markets, Fund Management, Private Equity and Securities & Futures.

FICS AND THE SINGAPORE WORKFORCE SKILLS QUALIFICATIONS (WSQ)

The Financial Industry Competency Standards (FICS) was developed by the Institute of Banking and Finance (IBF) and jointly supported by the Monetary Authority of Singapore (MAS) and the Singapore Workforce Development Agency (WDA). It is aligned with the structure and requirements of the Singapore Workforce Skills Qualifications (WSQ) system and recognised as the basis for WSQ qualifications for the financial industry. WSQ is a national continuing education and training system that trains and certifies the workforce for the competencies that they need to stay competitive. WSQ training and certification pathways are aligned with career progression pathways and based on industry-validated benchmarks. The quality of WSQ is assured by WDA, from the development of competency standards, accreditation of training providers to the award of its qualifications.

message
from
the
dean



The landscape of today's banking and financial industry is rapidly changing. New financial services and products have increased the complexity of the global value chain. Financial specialists need to be equipped with the relevant knowledge, technical competencies and soft skills, to seize growth opportunities and stay ahead of the competition.

At FTI@SMU, our FICS training and assessment programmes focus on practical applications in specific fields of expertise. We provide the learning pathway that adds new and different dimensions to your existing competencies.

The programmes are designed to facilitate progressive competency-building across functional boundaries. This will enhance financial practitioners' professional development and career advancement. Our value proposition lies in SMU's leadership in business education, a broad suite of competency-based courses and our interactive pedagogy.

We invite you to share your aspirations and explore training pathways with us. You will experience an enriching learning journey that is most effective in fulfilling your goals.

A handwritten signature in black ink, appearing to be 'Annie Koh'.

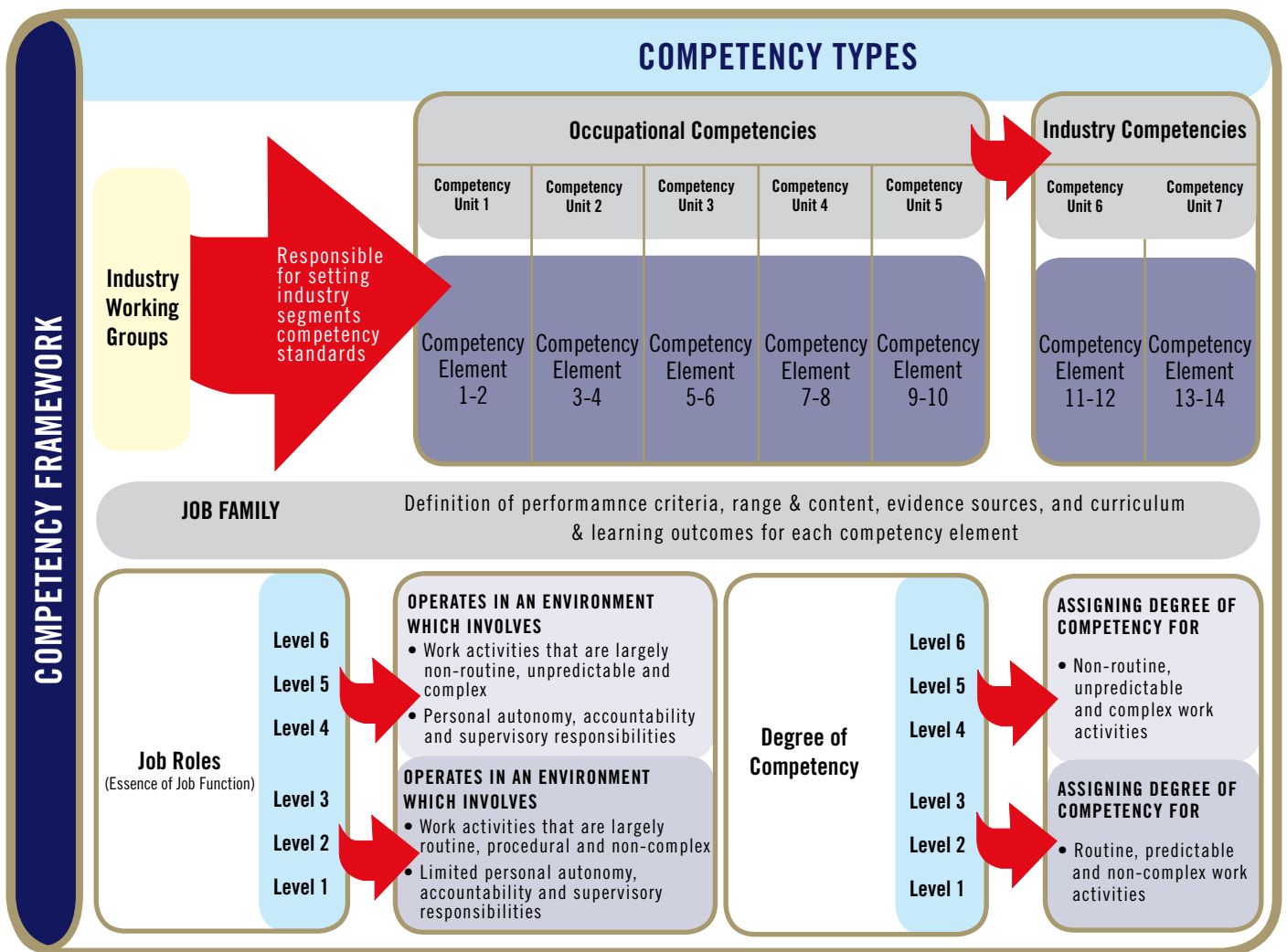
Associate Professor Annie Koh

Dean, Office of Executive and Professional Education
Associate Dean, Lee Kong Chian School of Business
Singapore Management University

FINANCIAL INDUSTRY COMPETENCY STANDARDS (FICS)

The Financial Industry Competency Standards (FICS) is a comprehensive quality assurance framework. It comprises a set of standards with associated curriculum guide that relates to the competencies required for practitioners in specific job roles.

FICS training and assessment programmes are designed to focus on critical and relevant competencies that are required to perform a specific job function. The programmes are structured in modular form to provide participants with the flexibility to chart their own learning roadmap.



DIFFERENTIATING FACTORS

- Practical applications in specific fields of expertise
- Portability of common knowledge and competencies
- Recognition of prior learning experience
- Flexibility in training and assessment pathways

BENEFITS

- Professional development and certification, benchmarked to industry best practices
- Enhancement of employability and career advancement

COURSES

INDUSTRY SEGMENT / JOB FAMILY	ROLE
CORPORATE BANKING	
Cash Management	IV,V,VI
Credit Analysis & Approval	IV,V,VI
Credit Control & Administration	IV,V,VI
Relationship Management: Enterprise Banking	IV,V,VI
Relationship Management: Wholesale Banking	IV,V,VI
Project Financing	IV,V,VI
Sales & Marketing: Transactional Services	IV,V,VI
Structured Financing Advisory	IV,V,VI
Trade Finance	IV,V,VI
Trade Processing, Control & Support	IV,V,VI
CORPORATE FINANCE	
Origination, Structuring & Advisory : Equity	IV,V,VI
Sales & Distribution : Primary Markets	IV,V,VI
FINANCIAL MARKETS	
Asset Securitisation	IV,V,VI
Debt Origination & Syndication	IV,V,VI
Deal Processing & Settlements	IV,V,VI
Product Control	V,VI
Research	IV,V,VI
Trading	IV,V,VI
Treasury Sales	IV,V,VI
FUND MANAGEMENT	
Business Development: Institutional	II, IV, V, VI
Business Development: Retail	IV, V
Central Dealing	V, VI
Fund Administration	III, IV, V
Performance Measurement	V
Portfolio Management	IV,V VI
Product Development	V
PRIVATE EQUITY	
Private Equity	V
SECURITIES & FUTURES	
Stockbroking	V

CORPORATE BANKING

Cash Management

Provide cash management solutions such as transactional accounts, payables, receivables and liquidity management solutions to corporate clients.

Credit Analysis & Approval

Perform independent analysis on the creditworthiness of corporate clients, structure loan, recommend and approve credits.

Credit Administration

Process, maintain, monitor and report on credit facilities in accordance with legal requirement and bank policy.

Project Financing

Initiate and arrange international financing for large-scale infrastructure project and assist foreign investors in financing local investment opportunities.

Relationship Management: Enterprise Banking

Build and manage relationships with small to medium-sized companies and deliver customised commercial banking products and services.

Relationship Management: Wholesale Banking

Build and manage relationships with large corporations, government agencies and public sector organisations. Develop and implement banking products and solutions that meet clients' needs and business objectives.

Sales & Marketing: Transactional Services

Market corporate banking products and services such as cash management, trade, treasury and securities service, to financial institutions and corporate clients.

Structured Financing Advisory

Design, facilitate and deliver complex, high-value financing structures to meet clients' needs to finance large leasing transactions, leverage buyouts, mergers and acquisitions, monetisation and recapitalisation.

Trade Finance

Provide import and export transactional products, trade guarantees and structured trade finance advisory.

Trade Processing, Control & Support

Provide back office function in transaction processing, control and support in compliance with corporate banking policies and product programmes.

CORPORATE FINANCE

Origination, Structuring and Advisory : Equity

Provide financial advisory and execution support to companies in corporate structuring, mergers and acquisitions, and initial public offerings.

Sales & Distribution : Primary Markets

Identify, advise and secure orders from institutional and high net worth clients for primary issues in capital fund raising.

SECURITIES & FUTURES

Stockbroking

Buy and sell shares and equity-linked products on behalf of individual and institutional clients.

FINANCIAL MARKETS

Asset Securitisation

Arrange asset securitisation and balance sheet restructuring, and advise on acquisition financing.

Deal Origination & Syndication

Advise, structure and execute fixed income capital fund raising activities.

Deal Processing & Settlement

Process, verify and ensure proper settlement of financial market transactions between buyers and sellers.

Product Control

Control and manage risks to ensure the integrity of the bank for revenue and related accounts.

Research

Conduct fundamental analysis on companies and provide investment recommendations to institutional and retail investors.

Trading

Buy and sell financial instruments in order to profit from price movements.

Treasury Sales

Generate trade ideas and recommend solutions to corporate clients on money market, foreign exchange and derivative instruments.

FUND MANAGEMENT

Business Development : Institutional

Identify, market and secure new mandates to manage funds from institutional investors.

Business Development : Retail

Identify, develop and market investment products to fund distributors for mass market retail investors.

Central Dealing

Provide central dealing to execute orders for portfolio managers.

Fund Administration

Provide back office and administrative support for the processing of transactions for customer portfolio.

Performance Measurement

Measure and report on portfolio and composite investment returns using industry accepted methodology and reporting of risk and return attribution.

Portfolio Management

Research on investments, construct and manage portfolios, and develop investment strategies according to clients' investment objectives and guidelines.

Product Development

Structure and combine financial asset classes to create investment products with different risk-return profiles for clients.

PRIVATE EQUITY

Private Equity

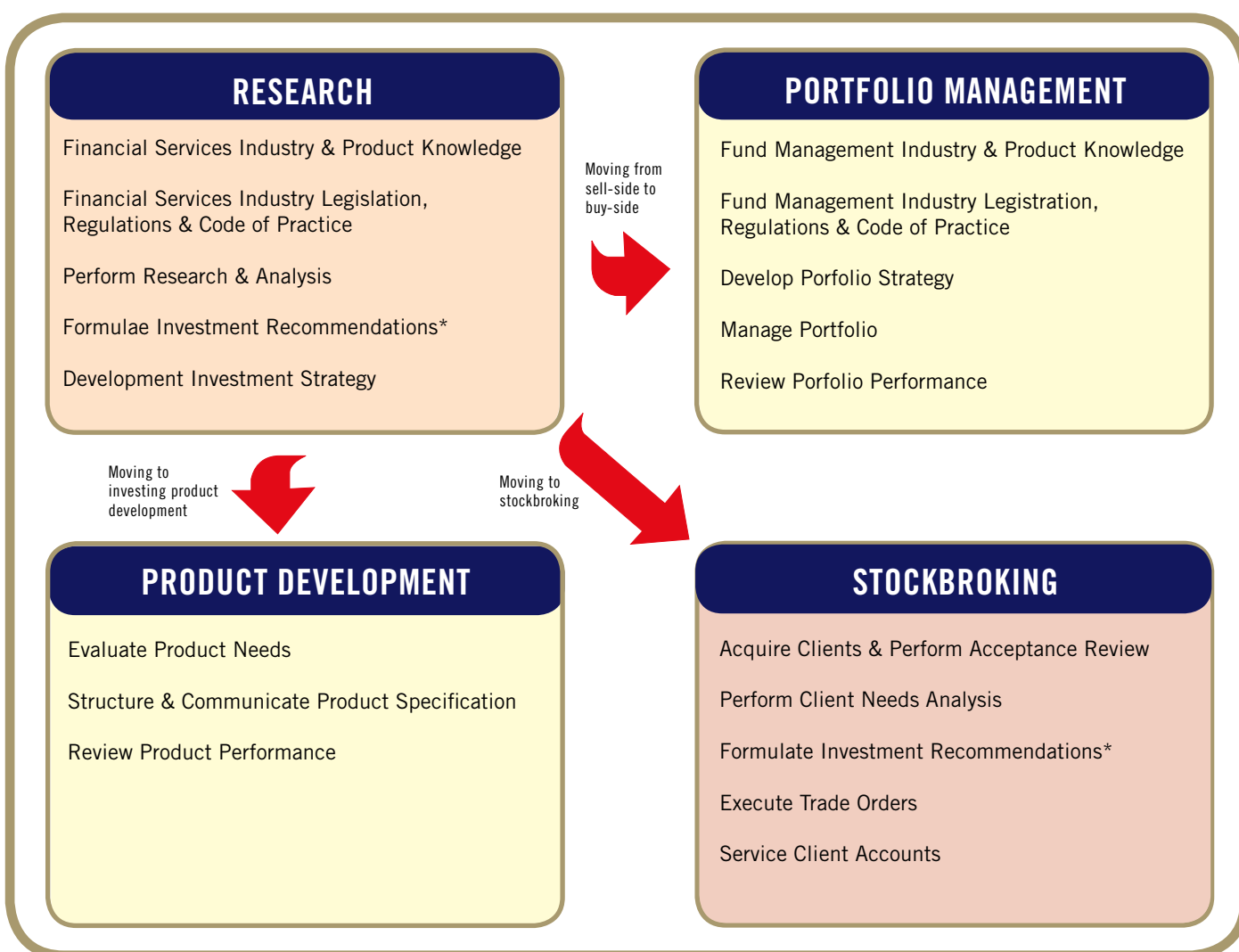
Source, evaluate and provide medium to long-term funding to potentially high-growth unquoted companies, in return for an equity stake.

LEARNING PATHWAYS

At FTI@SMU, we offer a broad suite of training courses that provide different learning pathways for participants to plug their competency gaps according to their career aspiration and advancement.

For example, a research analyst who wishes to pursue a career as a fund manager can go for training to learn about fund management industry's products and regulatory requirement, portfolio strategy, management and performance review. If the analyst wishes to pursue a career in investment product development instead, the person can learn about investment product evaluation, structuring and communication with clients.

ILLUSTRATIONS ON TRAINING PATHWAYS



Note: *Existing competency, no further training needed

There are many paths to your destination. You decide on your career pathways, learn and progress with us to plug the competency gaps, and achieve your aspirations.

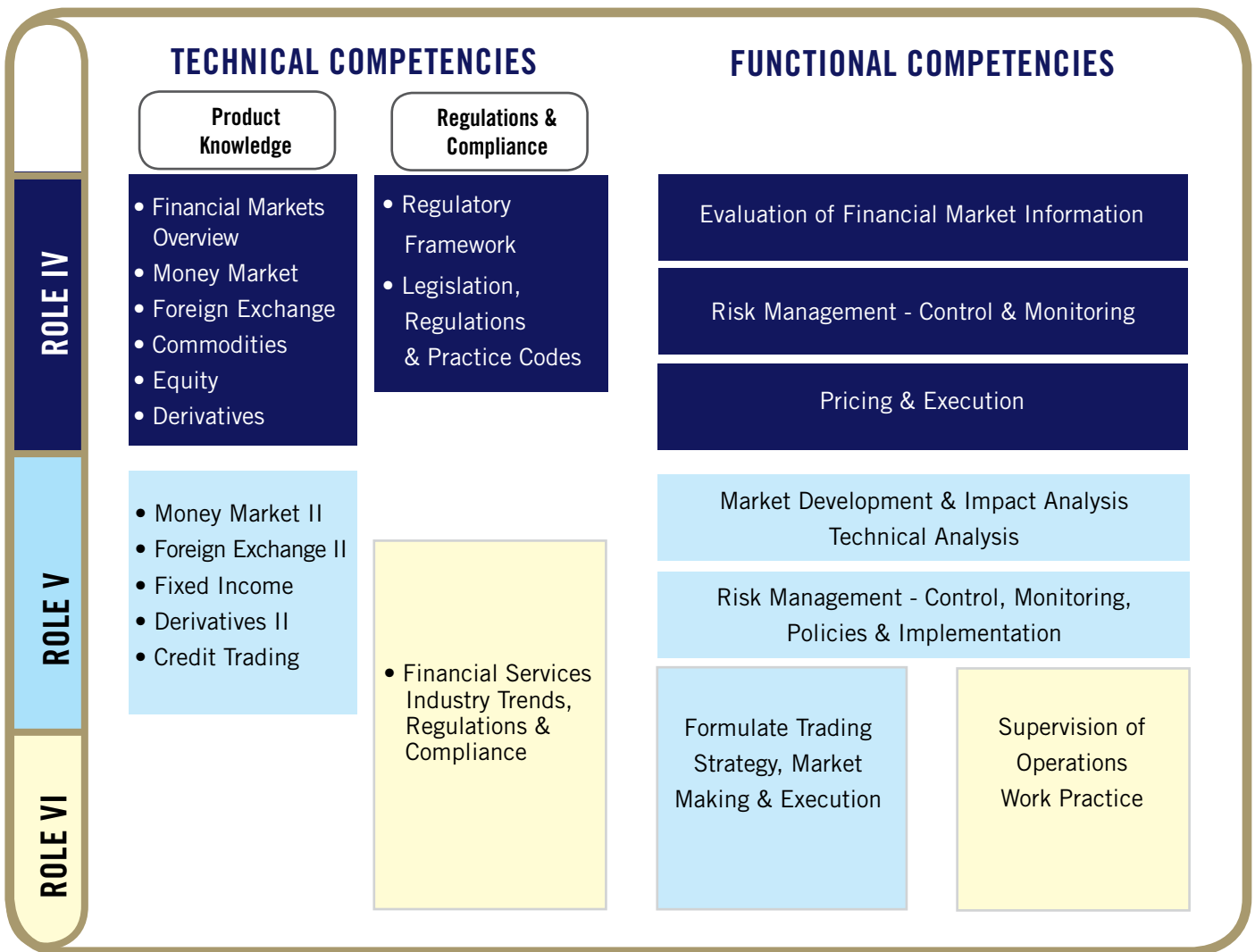
COURSE STRUCTURE & CURRICULUM

The courses are categorised by job families. Each course is further structured into modular programmes that focus on

- Practical competencies, relevant and critical to the specific job function
- Product knowledge for the industry segment and specific job
- Legislation, regulation and code of conduct for the industry segment and specific job

The curriculum is designed to facilitate progressive training to handle increasingly complex products and work activities, greater autonomy, accountability and supervisory responsibilities.

Illustration: Financial Markets – Trading



Teaching methodology includes lectures on essentials of product knowledge, process, methodologies, tools and skills. Participants will be actively engaged in class through case studies, discussions and role play, to hone their competencies in practical applications. Classes will be conducted in workshops, and/or evening and Saturday classes.

CERTIFICATION PATHWAYS

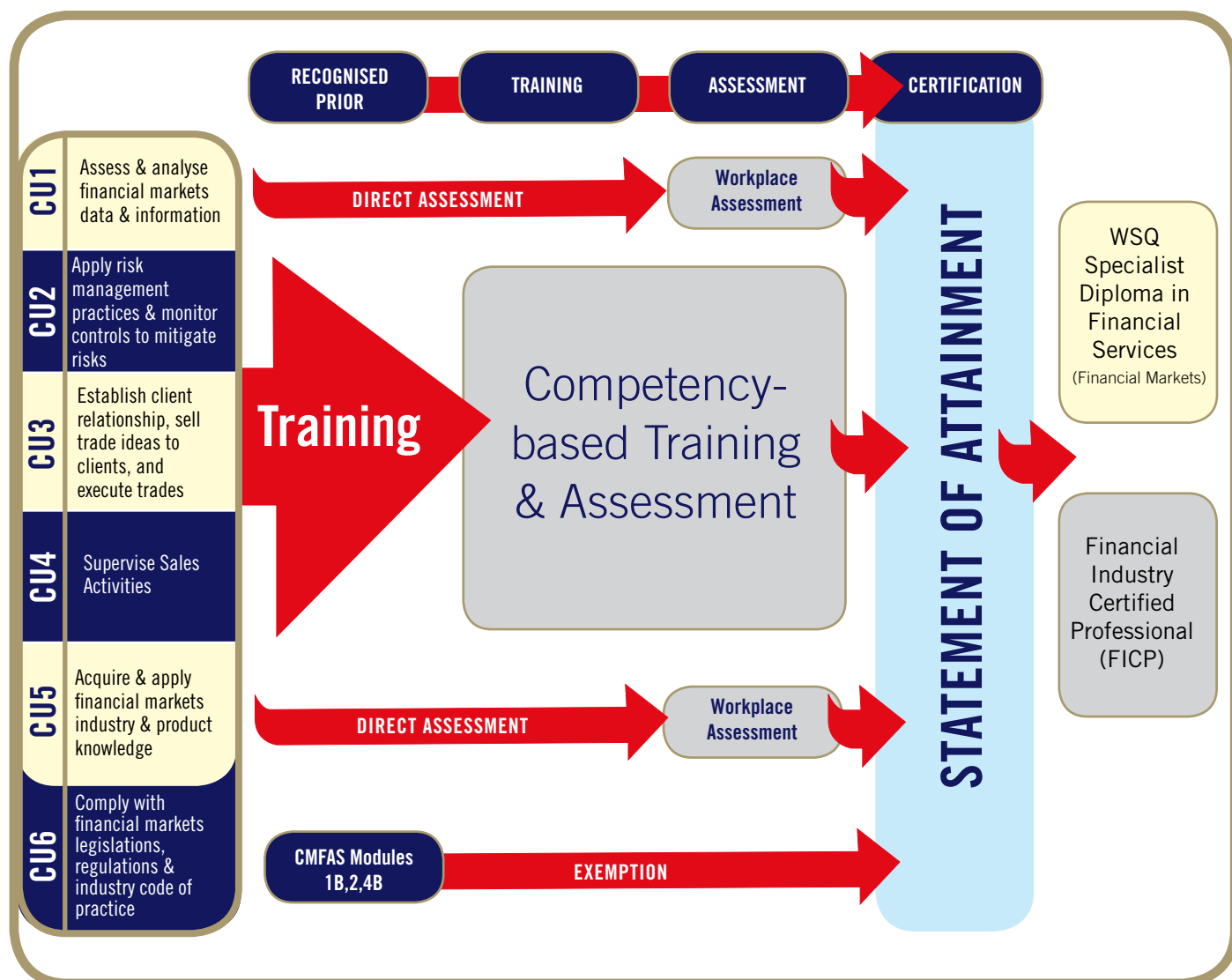
Certification will provide a distinction for successful practitioners with the acknowledgement that, the practitioner has demonstrated the ability to apply the expected level of knowledge and skills on the job, in accordance with industry best practices.

The certification process can take one or more of the following pathways:

- **Exemption Route** through Recognition of Professional Credits, for those who have achieved a professional certification, or passed licensing examinations that are aligned with competency requirements;
- **Direct Assessment Route** through Recognition of Prior Learning or Work Experience for those who already acquired the necessary competency; or
- **Training and Assessment Route** through Facilitated Training and Assessment, for those who need further training to plug specific competency or skill gaps.

CERTIFICATION PROCESS

Example: Financial Markets – Trading Job Role (V)



Note: The above example is for illustration only. For details of the exemption list, please refer to www.ibf.org.sg.

ASSESSMENT FORMAT

Competency-based assessment requires the practitioner to demonstrate the ability to apply the knowledge and skills on the job in accordance with industry best practices. The assessment format can include:

- Multiple choice questions
- Written examinations
- Case studies and/or presentation
- Role play and/or simulation
- On-the-job evaluation and/or observation

FINANCE WSQ QUALIFICATIONS AND FICS PROFESSIONAL CERTIFICATIONS

FINANCE WSQ QUALIFICATIONS	FICS CERTIFICATION	ROLE
Higher Certificate in Financial Services	Certified Practitioners	II
Advanced Certificate in Financial Services	Certified Practitioners	III
Professional Diploma in Financial Services	Certified Practitioners	IV
Specialist Diploma in Financial Services	Financial Industry Certified Professionals (FICP)	V
Graduate Diploma in Financial Services	Financial Industry Certified Professionals (FICP)	VI

Upon successful completion of the assessments required for an FICS competency unit, the candidate will receive a Statement of Attainment (SOA). When the SOAs for all the competency units pertaining to the specific job family and role have been attained, the candidate will be awarded the Finance WSQ Qualification for that job role, by the Singapore Workforce Development Agency (WDA). If and when the candidate has met the required minimum working experience stipulated in the standard, the practitioner can apply to IBF for the FICS certification.

There are up to six levels of certifications, and certification is awarded for a specific job family. Certified practitioners for Job Roles I to IV will be awarded a certificate to signify their workplace competency in that specific job function.

For practitioners who are certified at Job Role V or VI, they will be authorised to use the Financial Industry Certified Professional (FICP) professional certification.

RE-CERTIFICATION

Re-certification is assessed every three years. To retain the FICS certification, practitioners will have to undertake Continuing Certification Requirement (CCR) or go for re-assessment.

FUNDING

Financial Services Development Fund (FSDF)

Eligible institutions can seek funding support from FSDF for up to 70% of course fees for FICS accredited training and assessment programmes. For details please refer to www.ibf.org.sg/fics/fi/funding/eligible.asp.

Financial Services Professional Conversion Programme (PCP)

The Singapore Workforce Development Agency (WDA) provides funding for the conversion training of Singapore Citizens and Permanent Residents with no experience in the financial services sector. For enquiries, please contact WDA at Tel: 6883 5885 or Email: wda_enquiry@wda.gov.sg

FINANCIAL TRAINING INSTITUTE (FTI@SMU)

As the Leading Training and Assessment Provider for the industry segments of Corporate Banking, Corporate Finance, Financial Markets, Fund Management and Securities & Futures, FTI@SMU undertakes to:

- Deliver a suite of high quality, FICS-accredited training and assessment programmes that reach out to all levels of financial practitioners in the allocated industry segments.
- Make available competency assessment programmes to trainees as well as persons who do not opt for training or who have undergone training by another provider, and issue Statements of Attainment (SOAs) and Finance WSQ Qualifications to successful candidates.
- Provide consultancy or advisory services on mutually agreed terms to financial institutions in their adoption of FICS.
- Provide general information on career opportunities and facilitate the placements of new entrants who have been issued SOAs and/or Finance WSQ Qualifications by SMU in the relevant industry segment(s).

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