



FINANCIAL OPERATIONS (F.O.)

The Financial Operations track at Year Up includes two components: Financial Management and Investment Operations. Financial Management teaches students how firms are created and create value, and how to use and analyze activity using tools such as balance sheets, accounts payable, accounts receivable, and inventory and cash management. Investment Operations teaches students the basics of how capital markets work, how regulators function, what risk, stocks, bonds and other financial products are, and the clearance and settlement processes.

Internships in Financial Operations typically place students either in a financial services company or in the accounting or finance department of another business. Common jobs for F.O. interns and alumni include: Fund Accountant, Portfolio Accountant, Accounts Payable/Receivable Clerk, and Analyst. Responsibilities for roles such as these include working with spreadsheets and databases, processing and recording transactions, conducting research using Bloomberg (or similar system), and analyzing financial data. These roles are usually detail-oriented and highly structured with regular deadlines.

WHAT DOES F.O. LOOK LIKE?

**Bobby Leak, Retail Banking Operations Associate, Morgan Stanley
Year Up Baltimore Class of July 2011**

“When I was at the Year Up program, I was given the opportunity to intern at Morgan Stanley. After a successful first interview, I was placed in the GLS (Global Loan Servicing) group, where I learned a variety of different skill sets related to the credit markets, specifically to syndicated or corporate loans. When I joined the GLS team in August 2008, things were rolling along in the credit markets. In early September, the markets took one of the worst turns in history, which nearly derailed the company and could have eliminated 60,000 jobs. I stayed focused helping the team push through a truly difficult period, and in November I was offered a position with the firm. After being hired as an analyst of the GLS reconciliation, I was asked to take on a new task of helping lead and develop the Retail Banking Operations team that was being created in Baltimore. This team primarily focuses on the incoming deposits transactions of Morgan Stanley’s retail clients’ AAA brokerage accounts and business accounts. After a successful handoff of my responsibilities to the retail banking team in January 2011, I was promoted to Associate.

What I like about my job is the opportunity to grow as a professional and network. I have met so many great business minds and a professional, which helps me understand that I can continue to grow as a person and professional. I like the challenges that my job brings, as there is never a dull moment. With the Morgan Stanley Smith Barney joint venture, there are tons of different things to learn about how a company successfully completes an acquisition and how they blend cultures and strategically map out the process.”

OUR F.O. PARTNERS INCLUDE

Bank of America

JPMORGAN CHASE & CO.

STATE STREET

UBS

FOR MORE INFO

For more information on Year Up and the tracks we offer, please visit www.yearup.org or contact your local Year Up site.

CONNECT WITH US

- www.yearup.org
- www.facebook.com/yearup
- www.twitter.com/yearup
- www.youtube.com/yearupinc
- www.theopportunitymovement.com