



## INTERNAL AUDIT INTERNSHIP (6 MONTHS)

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**Banque Havilland, a well-established wealth management group, offers services to both private and institutional clients, who can benefit from the advantages of a robust banking platform located across seven financial centres. The Bank is committed to providing clients with a highly personal and professional service in all aspects of its operations. The success of this strategy is ensured through our team of highly dedicated employees who contribute to a strong service and client oriented culture.**

We are currently looking for an **Internal Audit Intern (6 months) as from October 2021** for our Internal Audit department in Luxembourg.

### **Key responsibilities**

- Ensuring a solid documentation of test results in line with the Group Audit methodology;
- Follow up on the findings raised by internal audit, these will need to be tracked in the internal database with reviews by a second individual ;
- Carrying out ancillary audit tasks such as audit confirmations ;
- Preparation of data for the governance meetings;
- Keeping minutes for internal meetings.

### **Minimum profile requirements**

- Student who is currently in or has a Bachelor/Master degree;
- Be available for 6 months, with an internship agreement linked to the university or a voluntary internship;
- Excellent writing and organisational skills;
- Proficiency in MS office;
- Fluency in English is mandatory.

The salary package offered will be commensurate with your professional expertise and experience. This position is available **immediately**. This is a unique and potentially career-defining opportunity for the candidate with the right spirit and experience.

If you are interested in taking this challenging opportunity please send your application (cover letter, CV, supporting references) to the following e-mail address: [careerbh@banquehavilland.com](mailto:careerbh@banquehavilland.com).

**Only shortlisted candidates will be contacted by our HR team.**

The personal information you provide in your job application will be treated confidentially at all times and will be processed in accordance with the applicable data protection law, in particular the General Data Protection Regulation (GDPR).

In compliance with the law of 23rd July 2016, the selected candidate will be requested to provide a criminal record (section 3).

We are an equal opportunity employer, who believes that diversity is good for our people and our business. As such, we welcome applications from candidates without regard to their gender, age, racial or ethnic origin, religion or beliefs, sexual orientation/identity or disability.