

Internal Audit Internship (6 months)

Banque Havilland offers traditional Private Banking Services to High Net Worth Individuals and Families across the globe. 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.

The Bank's aim is to enable individuals and families' wealth to safely thrive, to help them fulfil their goals and realise their ambitions for themselves and for the next generations.

We are currently looking for an **Internal Audit Intern (6 months)** as from October 2023 (subject to mutual agreement) for our Internal Audit department in Luxembourg.

Key responsibilities

- On the job experience including participation during various stages of audits over Private Banking, Asset Management or regulatory requirements (e.g. AML, MiFID II, GDPR);
- Follow-up on the existing findings raised by internal audit;
- 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;
- Be honest, curious, collaborative and motivated;
- Pay attention to detail and be able to see the big picture;
- Communicate clearly and confidentially;
- Proficiency in MS office;
- Fluency in English is mandatory.

No specific prior experience is required, as the internship will begin with an on-the-job training. This is a unique and potentially career-defining opportunity for the candidate with the right spirit and motivation to learn and who is looking to acquire work experience in the banking sector. The internship is remunerated and the student could be offered a permanent role within the BH Group Internal Audit department.

We offer

Located in bright and modern offices in Kirchberg-Luxembourg City, Banque Havilland was founded in 2009 and currently employs around 200 employees from all over the world. The Bank has presences in Monaco, Liechtenstein, Dubai, and Zurich. We offer a pleasant and collaborative working atmosphere in a truly multicultural environment.

We believe that diversity & inclusion contribute towards increasing the collective performance of the bank. We are committed to creating a culture of inclusion that encourages individual development with equal opportunities for all.

We value empowerment, fairness, integrity and diligence, and your personal development is our priority.

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**.

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).