

## APPLICATION FORM 1

### APPLICATION FORM: GLOBAL TRAINING PROGRAMME 2021-2022 – INTERNSHIP INFORMATION


CORPORATIVE INFORMATION			
Name of the company		UBS Switzerland AG	
Contact Person		Valerie von Stotzingen	Email:
Location	Country	Switzerland	
	City	Zurich	
	Address	Bahnhofstrasse 45, 8001 Zurich	
Sector		Financial Services	

PROPOSED INTERNSHIP INFORMATION			
Number of trainees to host		1	
Extension time (extra months and salary) OPTIONAL  SEE DOCUMENT: <i>"FORM 2_Global Training 2021 extension preliminary agreement"</i>	Extra months	To be decided depending on the trainee and the team structure	
	Monthly payment for extra months (between 0-1500€/month)	To be decided based on the above	

INTERNSHIP/PLACEMENT INFORMATION	
<b>Department</b> (in case you want more than 1 trainee, indicate the different departments where they will work)	EMEA Cross-Business Development team
<b>Description of project/activities</b> (in case you want more than 1 trainee, indicate the different projects/activities on which they will work)	<p>The EMEA Cross-Business Development team is responsible for fostering cross-divisional collaboration in the EMEA region. This role has interactions with different management teams across countries and divisions as well as Corporate Centre functions such as Finance, Legal and C&amp;ORC, etc.</p> <p>Projects and activities include:</p> <ul style="list-style-type: none"> <li>Liaise with EMEA Country Heads' management teams, Client Relationship Directors across divisions and relevant divisional management teams to ensure a holistic coverage of the region's Priority Clients</li> <li>Help providing transparency on EMEA Priority Clients including CEP data, to all relevant stakeholders</li> <li>Support the coordination and implementation of the quarterly production of a regional Scorecard used by the EMEA senior management to measure progress of EMEA Priority Clients and cross-business development activities across the region</li> <li>Help leveraging relevant global and divisional initiatives for EMEA such as the Group Franchise Awards or the promotion of cross-divisional success cases and respective communication efforts using all available channels</li> </ul>

	<ul style="list-style-type: none"> <li>Assist providing materials for presentations to the EMEA EC or ad-hoc presentations as requested by the EMEA President, the EMEA COO, EMEA Business Heads and/or EMEA Country Heads</li> <li>Bring in your own ideas and be an active part of the team helping to achieve our mandate</li> </ul>
<b>COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS</b>	
<b>Requested profile(s) information</b> (Studies, previous experience, language skills, other skills...)	Good written and spoken English, strong work ethic, analytical mind, excel knowledge of advantage, appetite to learn, confidentiality and strong people skills. Everything else we can teach
<b>Other commentaries</b>	Previous experience in financial services industry not necessary, however, curiosity and interest towards the industry is advantageous

### INFORMATION ABOUT THE COMPANY/INSTITUTION

<b>LOGO</b>	
<b>WEBSITE</b>	<a href="http://www.ubs.com">www.ubs.com</a>
<b>INFORMATION ABOUT THE CITY AND THE AREA WHERE THE COMPANY/STITUTION IS LOCATED</b>  (General information about SECURITY, ACCOMODATION, PUBLIC TRANSPORT...)	<p>The role is located in the premises of UBS in the city center of Zurich. UBS has several buildings in the city and you will be able to enjoy the restaurants, coffee bars etc. during your lunch break, as well as the lake that is walking distance from the office. UBS Offices are easily accessible by bus, train, bicycle and walking.</p> <p>The city of Zurich has plenty of options for restaurants, cafes, bars and has convenient links to other main entertainment hubs. You will enjoy the swiss mountains in winter for skiing and in summer for beautiful hikes. The lake of Zurich will be a nice refreshment for hot summer days</p>
<b>GENERAL INFORMATION ABOUT THE COMPANY/INSTITUTION</b>	<p>UBS provides financial advice and solutions to wealthy, institutional and corporate clients worldwide, as well as private clients in Switzerland. UBS Group is comprised of our Corporate Center and five business divisions: Wealth Management, Wealth Management Americas, Personal &amp; Corporate Banking, Asset Management and the Investment Bank.</p> <p>Headquartered in Zurich, Switzerland, UBS is present in all major financial centers worldwide. It has offices in 54 countries, with about 34% of its employees working in the Americas, 35% in Switzerland, 18% in the rest of Europe, the Middle East and Africa and 13% in Asia Pacific. UBS Group AG employs approximately 60,000 people around the world.</p>
<b>SIZE OF THE COMPANY (EMPLOYEES)</b>	Approximately 60,000 people globally.
<b>NUMBER OF PEOPLE AT THE DEPARTMENT WHERE THE TRAINEESHIP WILL TAKE PLAKE</b>	<p>EMEA COO area consists of COO Management Office and Cross-Business Development team.</p> <p>EMEA COO area employs 6 people in London and Zurich.</p>

<p><b>MAIN ACTIVITY OF THE COMPANY/INSTITUTION</b></p>	<p>Financial Services: Wealth Management, Personal &amp; Corporate Banking, Asset Management and the Investment Bank.</p>
<p><b>A BRIEF EXPLANATION OF MAIN PROJECTS</b></p>	<p>Some of the projects you might get involved in are preparing presentations for senior management committees, update the team's database with information about EMEA Priority Clients, help preparing the EMEA Scorecard on a quarterly basis, organisation of events such as the EMEA Townhall. Depending on need you may also get involved in other ad-hoc projects which require coordination and liaising with multiple internal stakeholders.</p>
<p><b>PREVIOUS COLLABORATION IN INTERNSHIP/TRAINING PROGRAMMES?</b></p>	<p>For the past 4 years we have had interns in our Community Affairs, EMEA Cross-Business Development and in Investment Banking COO Management teams</p>
<p><b>OTHER COMMENTARIES</b></p>	