|  |
| --- |
| **APPLICATION FORM: GLOBAL TRAINING PROGRAMME – INTERNSHIP INFORMATION** |
| **CORPORATIVE INFORMATION** |  |
| **Name of the company** | UBS |
| **Contact Person** | Patricia Hernandez Soto  |
| **Location** | **Country** | United Kingdom |
| **City** | London |
| **Address** | 1-2 Finsbury Avenue – London EC2M 2PP |
| **Sector** | UBS is a global firm providing financial services to private, corporate and institutional clients. We are present in all major financial centers and have offices in over 50 countries.In the United Kingdom, we offer wealth management, investment banking and asset management services. |
|  |
| **PROPOSED INTERNHISP INFORMATION** |  |
| **Number of trainees to host** | 1 |
| **Extension time (extra months and salary)** | Extra months (2, 3 or 4 months) | To be decided depending on the trainee and the team's needs – ideally 3 or 4 months extension |
| Trainee’s *“salary”* \* for extra months (between 0-1024€/month) | To be decided based on the above – at least EUR1,024/month |
|  |  |
| **INTERNSHIP/PLACEMENT INFORMATION** |  |
| **Department**(in case you want more than 1 trainee, indicate the different departments where they will work) | Cross-Business Development team (Corporate Centre) |
| **Description of project/activities**(in case you want more than 1 trainee, indicate the different projects/activities on which they will work) | Support to the Senior Business Strategists (Client Collaboration plans update, clients Database update, assistance with presentations for the EMEA Executive Committee, support organising the Collaboration In Action workshops or Country Heads off-site, ad-hoc requests and presentations as required) |
| **COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS** |  |
| **Requested profile(s) information**(Studies, previous experience, language skills, other skills…) | Bachelor degreeStrong communication and interpersonal skillsAbility to work under pressure and meet strict deadlinesAttention to detailGood written and verbal English levelAbility to multitaskMicrosoft Office skills desirable (Excel, Powerpoint and Access) |
| **Other commentaries** |  |