Sydney Undergraduate Internship

WELLINGTON MANAGEMENT AUSTRALIA PTY LTD

2 January 2018 – 31 July 2018 | Sydney

We seek to develop interns and early career hires through an apprenticeship model that offers extensive one-on-one interaction with seasoned employees throughout Wellington. This position is a 6.5-month, full-time paid role, working in a dual role as an Operations intern in the Portfolio Data group, as well as undertaking Business Analyst projects with the Global Relationship Group (GRG). This role will provide exposure to the intricacies of asset management, the Australian superannuation industry, its participants, regulatory changes, how operations function and what is required to be effective in this field.

Some of the areas that the intern will be involved in include:

- Securities pricing
- Security Setup Analysis
- Business or industry research and analysis on competitors, products and performance across several asset classes
- Client reporting and requests

The successful candidate will be trained in the internal applications used and would enhance his/her professional writing, analytical and problem solving skills, and gain insight and exposure to the investment industry and our firm.

Through this exposure they will be able to build their professional network and discover what makes the Wellington experience unique.

This position also offers the opportunity to develop and deepen an individual’s investment knowledge by attending company management meetings, accessing the firm’s proprietary research notes and observing the daily investor meetings.

The position will be based in our Sydney office, with regular business hours from Monday to Friday.
We seek excellence in the people we employ and the products and services we offer. We seek to be a leader, an innovator and symbol of integrity in the investment management industry.

Qualifications

Applicants should be in their penultimate/final year of undergraduate studies with excellent academic credentials and demonstrated analytical and writing abilities. They should possess outstanding interpersonal and organizational skills, be resourceful and detail-oriented, and possess a strong work ethic. An economics or finance major is not a prerequisite, but candidates must be proficient with Excel and have an interest in a career in the financial services industry.

This internship will run from 2 January 2018 to 31 July 2018 and the successful candidate will be required to apply for a leave of absence from university.

Application process

As part of the application process, please submit these documents:

- Curriculum vitae
- Statement of interest that addresses:
  1. Why you are interested in exploring a career in the asset management industry (up to 1 page)
  2. Something about yourself that is not on your CV (up to 1 page)
- An unofficial transcript of your undergraduate studies

Early applications are encouraged and will be considered through the deadline of 26 October 2017. Shortlisted candidates will be selected for interviews by November 2017. We regret that only shortlisted candidates will be informed.

Interested candidates should apply by submitting your documents by 26 October 2017 to https://wellington.wd5.myworkdayjobs.com/External/Job/Sydney/Intern---Sydney_R76977

www.wellington.com