



We are **WOOD & Company Financial Services, a.s.**, a leading independent **investment bank** in Central & Eastern Europe and currently we are looking for **Equities Intern**.

## Equities Intern

### Responsibilities

- Providing **administrative support** for Equities division team and Marketing team
- Work with various **internal databases** (recording and mainting various data)
- Providing **assistance with ad-hoc projects** assigned to Equitie division and Marketing team
- You will be a part of team that **organizes various corporate events** for clients and business partners

### Requirements

- University student in 1. – 4. year of studies
- Excelent level of English language (written and speaking)
- Good knowledge of MS Office
- Proactivity, great communication skills, flexibility and ability to work hard when it's needed

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### We offer

- Part-time job in a stable company located in the center of Prague
- Interesting and challengig work
- Great oppportunity for professional and personal development
- Welcoming international environment
- Benefits (fitness benefit, office yoga classes)

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**Start:** immediately/upon agreement

Send us your CV in English to [career@wood.cz](mailto:career@wood.cz)