

FINANCE AND ACCOUNTING INTERNSHIP

Overview:

Our Finance & Accounting internship offers you the opportunity to experience a breadth of assignments as well as the flexibility to meet your individual career objectives as we work together to build our businesses. Finance & Accounting is unique since we work across every area of the business, both domestically and globally. Our role is to provide leadership to business decision-making as well as manage the company's financial and accounting affairs to maximize long-term profits, cash flow, and return on investment. Our intern assignments are real finance and/or accounting work designed to allow you to experience, first-hand, the type of work we do. As an intern, you can make an impact on the business as well as continue to build your analytical, technical and leadership skills.

Duties & Responsibilities:

- You'll have an individualized work plan that will guide you throughout the summer and you'll get coaching from your immediate manager throughout your internship
- Your assignment could be in one of our Global Business Units, as well as our Global Business Services, and all Corporate Functions including the Tax Department. Locations could be at our Global headquarters or at one of our other business locations across the U.S
- Actively participate in assigned audits that review procedures and controls over financial and operating systems to ensure the company is effectively utilizing and controlling its assets
- Spend time performing audit of selected areas of the business in order to evaluate the efficiency and effectiveness of the operation's internal controls, including those related to Sarbanes-Oxley
- Assist in the drafting of exceptions, including developing recommendations for corrective action, for inclusion in the closing report for management
- Work on corporate finance, treasury operations, financial risk, international treasury, investments, and risk management. The primary responsibilities include management of the rating agencies and bank relationships and development and maintenance of the capital structure.

Qualifications:

A solid background in Finance and/or Accounting along with demonstrated leadership ability is required for those interested.

- Confidence and **mental agility**, with **strong analytical** and quantitative skills
- Strong **social skills** and professionalism required to build and develop long-term relationships with senior level clients
- **Solid team attitude**; able to lead and to follow in order to achieve goals
- The stamina, **flexibility**, and commitment needed to deliver accurate work under **deadline pressure**
- High level of **motivation** and ability to deal imaginatively and effectively with **fast-changing developments**
- Demonstrated organizational and **time management** as well as **communication skills**

NOTES and QUESTIONS to ask: