

## **JOB DESCRIPTION FOR INTERNSHIP POSITION AT STANDARD INVESTMENT BANK**

**Department:** CORPORATE FINANCE & FINANCIAL ADVISORY SERVICES

**Position Title:** INTERN

**Application to be sent to:** [advisory@sib.co.ke](mailto:advisory@sib.co.ke)

**QUALIFICATION AND CERTIFICATION:** A business-related undergraduate degree including disciplines such as finance, accounting and economics

**PROFESSIONAL QUALIFICATION:** Relevant professional qualification whether ongoing or complete such as CIFA, CFA etc.

### **KEY COMPETENCIES:**

- Proficiency in MS Office especially Excel, Word and PowerPoint.
- Demonstrable ability to apply and interpret accounting principles is an added advantage
- Demonstrable experience in financial modeling and valuation
- Demonstrable experience in investment research and due diligence
- Experience of working in a fast-paced, results-oriented environment under minimal supervision

### **ROLES AND RESPONSIBILITIES**

- Analyze detailed corporate and financial information and reports
- Prepare financial models and undertake valuation analysis
- Conduct due diligence and prepare relevant reports and presentations
- Prepare pitch books, offering memoranda and other relevant documentation for transaction marketing and execution purposes
- Conduct research to help identify potential buyers, investors and acquisition targets
- Undertake macro-economic, sector and industry research
- Maintain, update and manage client's data
- Participate and contribute to project related meetings
- Maintain internal databases of comparable transactions, deals in the market and other relevant data
- Understand and apply relevant policies, procedures, regulations and laws
- Look out for business development opportunities and communicate the same to team members