



Wealth Management – UNION BANCAIRE PRIVEE (EUROPE) S.A.

INTERNSHIP – LUX BUSINESS MONITORING & CONTROL

2024-25

<u>Starting date</u> :	ASAP
<u>Internship length</u> :	12 months minimum
<u>Remuneration</u> :	(depending on the profile of the successful candidate and duration of the internship)
<u>Contact Person</u> :	Carlos PIRIS (carlos.piris@ubp.com)

Union Bancaire Privée (Europe) S.A. is the european hub for Group UBP in the UE. You will join our Luxembourg front-office WM department, composed of very diversified nationalities (Danish, Swedish, Italian, French..) and you will assist the Head of the Lux Business Monitoring & Control (BMC). The general role of Business Monitoring & Control Officer is to help ensuring that the operations in place are as effective and efficient as possible. This can involve reviewing the processes in place and assessing to determine possible ways of their improvement.

Main Tasks :

- Provide support to the BMC team to meet their goals to have streamlined and efficient controls;
- Assisting in the daily monitoring of transactions to ensure accountability for operationg within established policies,laws and regulations
- Assisting in carrying out first level checks and the implementation of preventive controls. The focus laying on conduct, authorization and demonstrating end-to-end control of sales, trading, investment banking and client-facing activities.
- Help to prepare reports for business management
- Provide administrative support to the relationship managers
- Ensure the client's transactions/intructions have been correctly executed and documented



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Required Skills :

- Economic background
- Past experience in a Private Bank is an advantage;
- Good analytical, synthesis and writing skills;
- Organisational and priority planning skills;
- Good interpersonal skills;
- Fluent in English and French : good comprehension, analytical and writing skills.
- Good command of the Office package and good IT skills in general. Advanced knowledge in Excell and VBA is an asset.

Applications :

- To be sent to Carlos PIRIS (carlos.piris@ubp.com)