

Citco Vilnius Internship Program 2020 Winter-Spring / Legal Department

About Citco

Since the 1940s Citco has provided specialist financial services to alternative investment funds, investors, multinationals and private clients worldwide. With over 7,000 employees in 60 countries we pioneer innovative solutions that meet our clients' evolving needs, and deliver exceptional service.

Our continuous investment in learning means our people are among the best in the industry. And our corporate social responsibility programs provide meaningful and fulfilling work in the community.

A career at Citco isn't just a job – it's an opportunity to excel in an environment that genuinely supports your personal and professional development.

About the Internship Program:

As part of an experienced and dynamic team to provide top quality services to our international clients, you will become a part of **Citco Vilnius Internship Program 2020** and will work together with the team under supervision of senior colleagues. This role will suit engaged, customer oriented individuals who wish to develop and realize their potential within Citco.

Your Key Take Aways:

- You will get exposure to day-to-day corporate secretarial activities, such as drafting corporate documents, checking, sorting and uploading client related documents and information into clients' and/or internal databases following specific rules and instructions.
- You will learn requirements for corporate documents for different types of entities in various countries.
- You will get to know how world's biggest real estate and private equity corporations operate.
- You will be a part of global Citco team and be exposed to global locations and functions.

About You:

- Thirst for learning new things!
- Energetic and "can do" attitude!
- Student in Law, Business or similar subject;
- Good English language skills.

What We Offer:

- Paid 3 months internship and monthly sports incentive.
- Opportunity for a full-time offer of employment (upon successful completion of internship).
- A wide network of new connections.
- Be a part of an industry leading global team, renowned for excellence.

Confidentiality Assured.

Citco welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.