

Internship Opportunity – Aberdeen Standard Investments (Business Development/Operations)

Who we are

Aberdeen Standard Investments is a leading global asset manager dedicated to creating long-term value for clients. To achieve this, we offer a comprehensive range of investment capabilities, as well as the highest levels of service.

Overall, we manage worldwide assets worth \$669 billion* on behalf of clients in 80 countries. In managing these assets, we employ over 1,000 investment professionals and provide client support from 40 client relationship offices globally.

The Aberdeen Standard Investments brand was created in connection with the merger of Aberdeen Asset Management PLC and Standard Life Plc on 14 August 2017 to form Standard Life Aberdeen plc.

*Standard Life Aberdeen data as at 30 June 2019

For more information, please visit: aberdeenstandard.com.br

Job Description

Title: Internship in Business Development/Operations – Brazil. **Office:** São Paulo – Brazil.

Duties and Activities

Client support

- Support BD team (both teams based in São Paulo and Miami) in client meetings, organising road-shows.
- Participate on client/prospect client meetings
- Work with clients to give them information on strategies and products they request
- Work on presentations for client meetings
- Assist on the coordination with relevant departments in regards to RFP questionnaires completion

Operational

- Assist on the implementation stage of a product: participating internal discussions and external discussion with service providers Prepare meeting notes and add them on the system (Salesforce)

Marketing

- Work with global marketing to organise events and to participate in conferences
- Brand: continue working to help increase brand awareness in Brazil
- Support on the revision and maintenance of the local website

Training and Development

- Develop knowledge on global markets, products and investment solutions
- Be able to present and convey investment ideas and themes to clients
- Market studies

Qualifications and Experience Required

- Candidate should be studying at University
- Applicants should be articulate, focused, and motivated and have a strong interest in the business world and investments
- Proficiency in English is essential, both written and verbal
- Proficiency in Microsoft Office applications required, especially PowerPoint, Excel and Word