Although Business and Finance have taken a knock in the last twelve months, there are strong signs that a recovery is well under way. In particular numbers on undergraduate recruitment for summer schemes have returned to normal. However, it is worth bearing in mind that graduates from the previous years are also applying for these places, so competition is fiercer than ever.

Business and Finance are broad umbrellas covering a number of industries that are local, national and global. So before seeking and applying for any of these it is worth having a clearer idea of what exactly you want.

For example, if you are interested in banking:

- Which aspects e.g. Commercial, retail, investment?
- In any particular region e.g. China, City of London, Asia?
- What do you want to gain from the experience e.g. Convert into graduate place?
- Is it a particular contact or experience of carrying out a particular task e.g. Analysing financial data and presenting your findings?
- It is also useful to have wider sector knowledge in terms of knowing how it works:
  - Who are the well established large organisations who have a number of different divisions and a global presence?
  - Who are the small but innovative companies specialising in one aspect of business such as risk or re-insurance?

What is an internship?
There are two different structures of internship:

- Structured: project-based, often rotational, and formally assessed
- Unstructured: tasks as required, less formal

Source of income?
Business and Finance are one of the sectors where competition has actually boosted the offering of financial incentives to prospective candidates. Even smaller, less well known firms may be willing to negotiate salary and or benefits/expenses.

Eligibility
Structured programmes:
Usually aimed at penultimate year students also finalists going on to graduate study & first year students
Some programmes specific to Masters students

Less structured programmes:
More focused on skills and practical experience

What are the benefits of an internship?
- Insight into sector/role/organisation
- Gain valuable (sometimes essential) experience & skills
- Provides examples for applications/ interviews
- Route to full-time employment/ make useful contacts

How to apply and when – assessment process
It is never too early to start thinking about an internship. Some of the longer summer schemes tend to open applications in the autumn term before. The smaller organizations can recruit on a more ad-hoc basis, making it worthwhile to keep a look out, and store websites to check regularly. Similarly the recruitment process can vary from an informal chat to a multi layered process; it all depends on the organization. There are resources in the Careers Information Room to help you prepare for this.

What if you don’t get an internship?
Think about the skills you need for that job/sector and be creative about how to get them elsewhere and demonstrate them at a later date. A more viable and common option is work experience:

- Vast range of orgs that offer work experience
- Worth sending a targeted speculative letter
- No set tasks / possibly work shadow experience
- Generally a lot shorter, possibly 1 day, couple of weeks etc
- Foot in the door
- Easier access to all staff employees

Where to find your Internship
The King’s Career Service has a large database of opportunities in the UK, including internships. Our occupational files in the careers library have job sector specific suggestions of places to look for all kinds of vacancies.

King’s CareerConnect
www.kcl.ac.uk/careerconnect
King’s CareerConnect is our exclusive online career portal enabling students and recent alumni to engage with our services. Once logged in, you can access our vacancy board and search hundreds of part-time roles, placements, internships and graduate-level opportunities, book one-to-one careers or application guidance appointments, apply for exclusive King’s Internships and view our full events calendar to book attendance at our many events throughout the year.

Graduate Talent Pool
A helpful government site where you can find many different opportunities.

Standard Chartered
Standard Chartered offer summer internships in corporate and retail banking in Singapore, China, Hong Kong, Taiwan and the UAE. You’ll need to hold a work permit for the relevant country to apply.

Bloomberg
www.bloomberg.com/apps/careersearch?&Region=emea_intern
Summer internships for the IT literate. Vacancies are in financial software development, the IT help desk, multi-lingual project coordination and network operations.

EFinancialCareers
jobs.efinancialcareers.com/Graduates_Internships-Internships.html

AllAboutFinance
http://www.allaboutfinancecareers.com/
If you’re an aspiring accountant, future financial planner or wannabe wealth management expert, find information, advice and jobs on AllAboutFinanceCareers.

Making the most of your Internship

Attitude
How much you get out of your internship experience will largely depend on how much you put in. Positive feedback and the chance of full-time employment are more likely if you exceed the employer’s expectations.

CV and References
An internship can provide a focal point on your CV to potential employers write a section that focuses on your responsibilities and achievements as an intern, tailored to the role you are applying for. If your internship is a success, make sure you get a reference from your supervisor or mentor.

Network
Get to know your immediate supervisor and any co-workers, and try to meet people with different roles and from other departments.

Be sure to send thank you notes to those who went out of their way to make the internship a valuable experience, such as your supervisor and helpful colleagues. Try to stay in touch with people you find helpful.

Updated: November 2018

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information provided. Please use your own judgement and be especially wary of any service which asks you to pay! Be cynical.

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