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THÔNG BÁO TUYỂN DỤNG SINH VIÊN THỰC TẬP INTERN HIRING

1. Vị trí và số lượng/ *Position and quantity:*

- Digital & Marketing: 01
- Finance & Accounting: 01
- Smart Retail: 01
- Research: 03
- Retail Promotion: 01

2. Mô tả công việc/ *Job description:*

Bản mô tả công việc các vị trí đính kèm/ *Attached file*

3. Yêu cầu/ *Requirement:*

- Sinh viên năm cuối hoặc mới tốt nghiệp các ngành Tài chính Kế toán, Đầu tư, Marketing hoặc các ngành liên quan có điểm trung bình toàn khóa từ 7.0 hoặc 2.5 trở lên.

Students who are in the last year undergraduate students or fresh graduated in Finance & Accounting, Investment, Marketing major or related major, have GPA from 7.0 or 2.5 above.

- Kỹ năng giao tiếp và khả năng tiếng Anh tốt.
Good communication level and English ability to communicate.
- Khả năng tiếp thu tốt.
Learning agility.
- Kiến thức cơ bản về Excel, Word, Power Point.
Basic knowledge of using Excel, Word, Power Point.

4. Phụ cấp/ *Allowance:*

Sinh viên thực tập sẽ được hưởng 4.000.000VND/ tháng (trước thuế).

Intern will receive VND 4,000,000/ month (before tax).

5. Liên hệ nộp hồ sơ/ *How to apply:*

Hồ sơ gửi về email recruitment_vn@shinhan.com với tiêu đề: TÊN ỨNG VIÊN – Internship Program.

Submit your application to recruitment_vn@shinhan.com under subject: CANDIDATE NAME - Internship Program.

Hồ Chí Minh City, November 25, 2021

TỔNG GIÁM ĐỐC/ *GENERAL DIRECTOR*



HAN BOKHEE



JOB DESCRIPTION – INTERN

1. Digital & Marketing

Position	Intern
Division	Retail Division
Team	Digital & Marketing
Reports to	Sr. Manager, DM
Contents of work during internship	<ul style="list-style-type: none"> • Implement and monitor the activities in the marketing plan • Organize and measure the effectiveness of advertising/communication campaigns on advertising channels with an allowable budget • Data sorting and manage the company's marketing channel system: fanpage, website, email, • Performance management, promotion strategy formulation
Expected results (Knowledge and skills they can get after completing the internship)	<ul style="list-style-type: none"> • Experience in marketing team or media agency background • Basic experience of stock market • Reasonable and logical way of thinking based on basis • Understanding the structure of financial products • Proficiency in utilizing Microsoft Office Programs
Requirements	<ul style="list-style-type: none"> • Basic knowledge of marketing • Basic knowledge of using Excel, Word • Basic skills in graphic design (optional) • English ability to communicate • Marketing, Finance major or related major

2. Finance and Accounting

Position	Intern
Division	Management
Team	Finance and Accounting
Reports to	Head of F&A
Contents of work during internship	<ul style="list-style-type: none"> • Daily Cash Report • Make the payment of customer's withdrawal • Make connection of customer transactions system to accounting system at day end. • Check the bank statement of customer's deposit and withdrawal with Accounting system and CS Team. • Filling the accounting vouchers and documents into file • Other task by CA
Expected results (Knowledge and skills they can get after completing the internship)	<ul style="list-style-type: none"> • Financial analysis ability • Basic experience of stock market • Reasonable and logical way of thinking based on basis • Fast learner, strong willingness to learn; • Being flexible, able to work independently in team and attention in detail
Requirements	<ul style="list-style-type: none"> • Major of Accounting • Basic knowledge of using Excel, Word • English ability to communicate

3. Smart Retail

Position	Contact Center Intern
Division	Retail Business
Team	Smart Retail
Reports to	Head of Smart Retail
Contents of work during internship	<ul style="list-style-type: none"> • Receive request and collect information of customers via Hotline, Email, Zalo, FB Homepage of SSV • Transfer request and information of customers to Official Staffs of Smart Retail. • Make plan campaign via Email, SMS to customers • Participate in contributing ideas and planning of Smart Retail as assigned by the Head of Team
Expected results (Knowledge and skills they can get after completing the internship)	<ul style="list-style-type: none"> • Have a clear, easy -to-listen voice. Know how to listen Customers. • Have a spirit of working hard, listening and receptive. • Love the Job of taking care Customers • Good English communication skills (know Korean is an advantage)
Requirements	<ul style="list-style-type: none"> • Basic knowledge of using Excel, Word • Communication Skill • English ability to communicate • Accounting, Finance major or related major

4. Research

Position	Research Intern (03 interns)
Division	Retail Business
Team	Research
Reports to	Head of Research
Contents of work during internship	<ul style="list-style-type: none"> • Data and information collecting to meet specific project objectives by using various informational sources • Analyze data to determine trend, discrepancies or other specific investment issues • Assist senior analyst in building earnings models, writing reports, and preparing presentation • Preparing daily macro/industry/company information
Expected results (Knowledge and skills they can get after completing the internship)	<ul style="list-style-type: none"> • Fundamental corporate analysis • Financial analysis • Bloomberg terminal • Report writing
Requirements	<ul style="list-style-type: none"> • Major of Finance • Good at Excel, Word, ppt, ... • Good English communication skills

5. Retail Promotion

Position	Intern
Division	Retail Division
Team	Retail Promotion
Reports to	Specialist, RP
Contents of work during internship	<ul style="list-style-type: none"> • Financial report analysis and data sorting • Performance management, promotion strategy formulation • Financial product structuralizing
Expected results (Knowledge and skills they can get after completing the internship)	<ul style="list-style-type: none"> • Financial analysis ability • Basic experience of stock market • Reasonable and logical way of thinking based on basis • Understanding the structure of financial products • Proficiency in utilizing Microsoft Office Programs
Requirements	<ul style="list-style-type: none"> • Basic knowledge of accounting • Basic knowledge of using Excel, Word • English ability to communicate • Accounting, Finance major or related major