



Job Title: Equity Risk Management Trainee

Full/Part time

Job ID: 103437

Location: Luxembourg

The **European Investment Fund (EIF)**, is seeking to recruit for its **Equity Risk Management Division**, at its headquarters in **Luxembourg**, (**Job ID:** 103437).

Trainee

For a period of five (5) months to start in Q4 2016

Overall objective(s):

The objective of the traineeship is to carry out/assist with the planned benchmarking project for EIF's equity portfolio to best market practices.

Responsibilities:

The incumbent contributes to the development of EIF Debt Funds business plan, reporting to Carry-out / assist with the benchmarking project of EIF's portfolio of investments to best market practices, including:

1. the structure and level of management fees;
2. the level of fund manager own commitments;
3. assessment of the impact of increased fund size on performance;
4. analysis on the valuation patterns at fund manager level;

Assist with the coordination of portfolio management activities, such as:

1. fund manager reviews; and
2. portfolio reviews and reporting.

Expected outcome(s):

Provide a benchmark to best market practices project:

1. to collect relevant data from various legal documentation and internal appraisal documents; and
2. to produce thereafter a comprehensive project report analysing the findings from (1) above.

Coordinate the portfolio management activities:

1. to keep up to date the master file for ERM's funds portfolio and the notes to file reviewed / post-signature events list;
2. to help update the relevant fund manager annual reviews.

Qualifications:

- University degree (or on-going studies at advanced stage) in Finance, Economics, Legal, Mathematics, Physics, Statistics or other similar fields;
- Any prior experience in banking/finance/legal would be a plus;
- Some understanding of EIF's products;
- Some knowledge and understanding of EIF's mission and activities and of markets and legal frameworks relevant to EIF business, as well as policies and priorities in that context;
- Interest in private equity funds;
- Ease with IT applications and data analyses and presentation.

Competencies:

- Good drafting and synthesis skills;
- Fluent in English, knowledge of further EU languages considered an asset
- Good interpersonal skills;
- Ability to work productively;
- Demonstrate initiative, capability to work autonomously under given objectives and organise own work effectively even under time pressure.

Deadline for applications: 15/09/2016

Applications are accepted ONLY via our portal: <https://erecruitment.eib.org>

* Due to high volume of applications, only candidates selected for interviews will be contacted.