

Internship

CEE Human Resources

The mission of **UniCredit S.p.A., Permanent Establishment Vienna** is to perform activities on behalf of the Holding, primarily in the field of management and financial control, of legal support to various projects as well as other activities which are - for reasons of management and functionality - easier and more logical performed locally in Austria.

The HR Business partner acts as a partner for business management formulating HR plans, develops and implements a variety of programs including recruitment, learning and development, performance management and compensation benefits within the CEE HR CIB business unit.

Key tasks and responsibilities:

- Active involvement in Recruitment Process
- Preparation of periodical HR staffing reports, compile excel reports and assemble presentations
- Participate and support Learning & Development activities
- Offering support regarding administrative and organizational requests

Qualification and competencies:

- Current studies in the field of Economics or Human Resources related studies.
- Dynamic students in an advanced stage of their studies with a proven interest in Human Resources management.
- Strong communication skills, combined with willingness and ability to learn quickly.
- Fluency in English.
- Excellent knowledge of MS-Office required.

Our offer to you:

Place: Vienna

Period: 2018

An internship for 6 months with a monthly gross salary of EUR 1050,00

Application details:

We look forward to receiving your online-application on <http://praktikum.bankaustria.at>, indicating the advertisement-no. **P3301-BP**.

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