

Internship

PE project: Redesign of an MS SharePoint site

The strategic focus of **UniCredit S.p.A. Zweigniederlassung Wien** is to perform activities on behalf of the Holding, primarily in the field of management and financial control, which are - for reasons of management and functionality - easier and more logical performed locally in Austria.

PE Operations is directly reporting to the Legal Entity's Management and responsible for steering and governing support to all units of UniCredit S.p.A. Zweigniederlassung Wien with regard to logistic & facilities, human resources, accounting & budgeting, governance, tax, travel and organisational management and ICT infrastructure.

What you can expect from this Internship:

Support for the independent project about the redesign of the company's MS SharePoint site

- In this respect liaising with all internal stakeholders for gathering/optimizing the required input of the new platform site
- Sensible processing, integration as well as administration of information, workflows, webparts, lists and document libraries
- User-friendly presentation of the content for an efficient use of the information
- Editing and managing permissions for the SharePoint lists and libraries

If required, ICT support to the team and to the employees of UniCredit S.p.A. Zweigniederlassung Wien in its daily business

What you should bring along- What we expect from you:

- Active student of business informatics or a technical background (e.g. HTL graduation) is highly appreciated.
- Excellent command of German and English.
- Experience in Microsoft SharePoint
- Knowledge of Windows Server 2012, SQL Server, Content Management.
- Affinity to social media is a nice-to-have.
- Team player as well as pro-active attitude.
- Willingness to work in an international environment.

What we offer:

Place: Vienna

Period: 2018 ongoing

An internship for at least 3 months (preferable up to 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. **3399ICT** within your preferred period of the internship.

Contact Person: UniCredit Bank Austria AG
Andreas Hanl
Tel.: +43 (0)5 05 05-55422



ZWEIGNIEDERLASSUNG WIEN