



Client Management Trainee - BNP Paribas

BNP Paribas is a key player in international banking, has a presence in 63 countries, with more than 183,000 employees, including nearly 145,000 in Europe. The Group supports all its customers - individuals, associations, entrepreneurs, SMEs and institutions. BNP Paribas has 200 years history in Europe and a firm position in Hungary for 30 years. In its Corporate & Institutional Banking BNP Paribas also enjoys strong positions in the Central Europe region, with branch offices in five countries (Hungary, Czech Republic, Romania, Bulgaria and Greece), serving nine countries.

The position provides an excellent job opportunity to gain experiences and to make practical use of your knowledge in our multinational and dynamic environment with professional staff.

What you will do:

- Take part of the regular operating rhythm of the department,
- Support Client Management by preparing presentations and managing databases,
- Ensure smooth and efficient administrative support to the team,
- Actively participate in different projects
- Prepare different statistics or reports

The position is for you if you have:

- Relevant ongoing College/University studies,
- Fluent English both written and spoken,
- Excellent computer literacy and Excel knowledge,
- Proactive mind-set, willingness to develop and learn,
- Good communication skills, helpful personality, precise working.

Why should you join us:

- flexible and supportive environment
- possibility to work in a multicultural team
- learning about the banking sector in a young and dynamic team
- real opportunity to gain valuable professional work experience

Starting date: as soon as possible

Working hours: 20 hours/week

If you satisfy the above criteria and are seeking a demanding career opportunity, please send your English and Hungarian CV, quoting "Trainee in Client Management" to applications.hu@bnpparibas.com Due to the General Data Protection Regulation valid from 25th May 2018 please note that we can only accept your application to that position if you attach the signed version of the BNPP Hungary Privacy Notice for Recruitment available at this link to your application via e-mail. We kindly ask you to read and complete it to acknowledge, and scan it.

