



## Internship - Digital and Innovation Hub

### Job description

Position is hosted within finance organisation. Candidate should have interest in finance tools and implementation topics. This internship position looks to hone and optimize one's skills in accounting processes as well as hands-on knowledge of dynamic ERP system, electronic invoicing tools, test management tools, project management tools etc.

#### In your new role you will:

- Support project/tools implementation tasks (Includes S4 Hana fit/gap analysis collection, test automation, user acceptance tests, data validation)
- Support finance/accounting automation initiatives
- Collection of data over accounting processes

#### Internship Learning Outcomes:

- Increased proficiency in ERP system, automation tools, data visualization tools, and project coordination skills
- Acquired in-depth knowledge over key finance process in a commercial setting

### Profile

#### You are best equipped for this task if you have:

- Undergraduate from **Diploma** or **Bachelor in Business Administration/Accountancy/Banking and Finance/ Business analytics**
- High proficiency in Microsoft excel or equivalent spreadsheet applications, PowerPoint (Business analytics will be an advantage)
- Meticulous with high attention to detail
- An effective communicator and presenter
- Has an **inquisitive mind** and **high interest in business processes**
- Self-driven learner and a creative thinker
- A great team player and/or a leader in co-curricular activities/clubs/teams and societies would be an advantage

### At a glance

Location: **(Singapore)**  
Job ID: **331645**  
Start date: **immediately**  
Entry level: **0-1 year**  
Type: **Full time**  
Contract: **Temporary**

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