

EPRA Intern Job Description

EPRA offers various Internships throughout the year depending on experience, qualifications and closeness to Brussels. The current offered internship is for a 4-month period.

Candidates may be Undergraduates with preferably 2 years work experience or postgraduates with a Master's degree.

Internship Description:

- Research and collect company financial data from listed real estate companies' annual reports/websites/analyst reports, Bloomberg or Reuters. This would include Income Statement or Balance sheet data as well as leading KPIs for the listed real estate sector, such as LTV, NAV, EPRA KPIs, among others. The successful candidate would then:
 - Assist reporting & accounting team in updating and refining Excel Models.
 - Entering data into database and checking automated reports against raw data.
 - Assist Project Manager in identifying corrupt or missing historic data/documents and "backfill" with correct data.
 - Assist the wider EPRA team in using data for new reports/products.
- Identify missing documents held on the Company's website relating, but not limited, to members' Annual Reports, presentations & logos, and use finding to update the database accordingly.
- Assist the Reporting & Accounting team in monitoring financial & accounting developments in relation to IASB, EFRAG and ESMA.
- Assist the Reporting & Accounting team on scheduling company events, preparing PowerPoint presentations for road shows.

We are looking for:

- Strong academic results.
- Strong numerical and analytical skills.
- Ability to show effective leadership, ownership and proactiveness as well as problem solving and time management skills.
- Excellent collaboration skills and the ability to work within diverse organisations and teams.
- A degree in either Finance, Economics or Accounting.
- Excellent Excel skills and some knowledge of databases would be advantageous.
- Fluency in English language.
- Fluency in additional European languages and prior exposure to the listed European Real Estate sector would be a plus.
- Motivated and willing to learn.

- Ideally be based within commuting distance of Brussels.

The role can be as interesting and varied as the candidate makes it, with scope for research, reporting and analysis. Past candidates have been employed on full time contracts by EPRA or have used references and networking with the EPRA membership to secure roles at the Big 4, various property companies or entry to more studies at some of the world's leading schools.

Application process:

Please apply with your CV and cover letter, highlighting your motivation for this internship.