

Bloom Consulting

Countries, Regions and Cities

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Bloom Consulting

Internship position - Analyst

Madrid, 2015

Analyst Internship - Madrid

About Bloom Consulting

Bloom Consulting is an international consulting company, with headquarters based in Madrid, Spain. Bloom Consulting's expertise lies in country branding and the development of strategies for countries and cities. We have been interviewed by the Economist and Forbes Magazine, and have been categorized as one of the key global players in this matter. We work hand in hand with many governments, as can be attested by our work with the Latvian, Spanish, Brazilian, and other governments. For more information see www.bloom-consulting.com.

To support our team in **Madrid, Spain**, we are looking for an **Analyst Intern** for 3-6 months. The Analyst should be a bachelor or master student (or recently graduated) with a business degree background.

The position typically includes

- Responsibility for specific tasks and projects that will involve preparing, maintaining and administrating corporate documents, as well as monitoring and reporting results to top management
- Development of new internal projects and the improvement of existing projects
- Gathering, collecting, analyzing, and reporting different types of data
- Conducting research, which will include consulting external sources, elaborating surveys, performing phone interviews, reviewing publications and browsing the Internet for data sources and information
- Processing Excel figures and PowerPoint presentations

What we expect

- Organizational skills, with a proven ability to meet deadlines and give attention to detail
- Ability to take the initiative and proactive approach
- Ability to work in a team and also individually
- Fluent at speaking, reading and writing in English
- A good working knowledge of Microsoft Word, Excel and PowerPoint
- Accountability, creativity, good communication skills and enthusiasm

What we offer

- Personal and professional development plan – we offer a personal Intern Development Plan for every intern to develop hard skills and soft skills with several evaluation meetings during the course of the internship
- Top Management Involvement – we provide a chance for our interns to face a real challenge and work directly with senior management, interns actively participate on the front line of projects and are given a lot of responsibility
- International Environment – during the internship you will work with people from different cultural backgrounds and have the opportunity to enlarge your international network
- Personal Recommendations – top performing interns get personal recommendations from senior management, every intern receives an internship certificate describing the tasks and achievements

Please note

- Interns are required to have a valid health insurance for the duration of the internship
- Interns need to bring their own laptop with Microsoft office programs (Excel, Word, and PowerPoint)
- The internship is not remunerated

How to apply

Send an email to hr@bloom-consulting.com with an English **CV** and **Cover Letter** attached.