



# ESPA Business Analyst Internship (HBF2111)

## Apply here

### Start date

February/March 2024

### Duration

6 months

### Languages

Good spoken and written English levels are required (B2 onwards)

### Location

Mere, England

Mere is a charming and historic town, sitting beneath the Southwest Wiltshire Downs, an area of outstanding natural beauty. In the centre of town there is a tearoom, pubs, take aways and other shops. Nearby there are outdoor sport pursuits along with excellent walking and cycling routes. Close to a major route, enabling easy travel all the way down to the south coast or up to London.

### Are you eligible?

You are eligible for an ESPA internship if you are a registered student or have graduated within the past two years and have access to some form of grant funding.

### Benefits

See website for details of all ESPA benefits. For all internships over 6 months, additional benefits will be paid. Details available at interview.

## Role

This is a very exciting opportunity for a talented, proactive individual to gain practical experience at this globally recognised company. Mentored throughout, you will work on a variety of projects including, improving efficiency with automating processes, creating reports for each department's profit and loss, and for the finance team research into grant funding opportunities for innovative drone and mobility related projects, as well as helping the business with its efforts in commercial fundraising. You will assist to produce a comprehensive overview of the funding streams available, formulate a delivery plan, draft, and complete bid applications. This challenging and exciting project will be a great opportunity for both your personal and professional development. ESPA has worked with this host, repeatedly, creating fantastic student experiences and now this is your chance to impress them and boost your CV and future career prospects.

## Tasks

- Identifying and supporting efficiency project of automating processes
- Including reducing the month end financial reporting days
- Including the automation of month end excel reconciliation spreadsheets
- Creating power Bi reporting for department P&Ls
- Supporting on Epos project
- Creating reports and dashboards in power bi for financial reporting

## Personal Skills

- Studying for a degree in **Business Analysis** or **Finance**
- High level of analytical skills, including presenting reports
- High degree of Excel skills – Intermediate or Advanced level
- Familiar with Power BI, ideally in an Accounting or CRM environment
- Numerate and able to see patterns and trends in data sets

## The Host Company

This successful host company is the UK's largest manufacturer of brushware and hygienic cleaning tools. Distributing their products worldwide they have set the benchmark for quality and innovation across the cleaning, food manufacturing and agricultural industries; their prestigious client base includes Coca Cola, Heinz and the UK Royal Family. With offices in the USA supplying the US, Canada and Central America, this host is expanding rapidly and seeking talented individuals to help drive future success.