# **ACCOUNTING & FINANCE INTERNSHIPS**

**EMPLOYER: Huntington Bank** 

**POSITION TITLE**: Commercial Banking Intern

#### **ABOUT THE OPPORTUNITY**

Still in school but ready to launch your career? Our internship program is perfect for ambitious students looking to gain valuable hands-on experience that will build more than just your resumé - it will expand your career possibilities after graduation. Our program is structured to provide students unique experiences tailored to their field of interest. Through these experiences, you'll build a foundation on which to further your career, your abilities and your dreams. Internships span 12 weeks and are offered in all of our business segments. Why Huntington? As an intern, you will be exposed to many facets of our business and our distinguished culture:

- We offer a robust schedule of events full of professional development opportunities
- Interact with our Executive Leadership Team on multiple occasions
- Learn from senior leaders about career pathing and Huntington business segments
- Master the key concepts of our innovation framework through a business relevant team project

Immersion into our award winning culture through volunteer and social events

**EMPLOYER: Huntington Bank** 

**POSITION TITLE:** Consumer & Business Banking Intern

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#### **EMPLOYER: Aultman Health Foundation**

**POSITION TITLE**: Finance Intern

### **RESPONSIBILITIES AND EXPECTATIONS**

- Reconciliation of various accounts
- Various other bookkeeping duties
- Assist in developing presentations in PowerPoint
- Assist finance department analysts and managers in data gathering and analysis
- Assist finance department analysts and managers in various projects
- Participate in various department meetings
- Perform other duties/requests as assigned by supervisor/manager

#### BACKGROUND, EXPERIENCE, AND EDUCATION

- Knowledge of Microsoft Office, specifically Outlook and Excel
- Proficient typing skills including the 10 key
- Excellent communication skills, both written and verbal
- Detail oriented with high levels of accuracy
- Excellent organizational skills and attention to detail
- Ability to provide the highest level of customer service
- Ability to multi-task and prioritize

### **WORKING CONDITIONS:**

- Total hours worked per week is based on mutual agreement between the intern and the department manager. A consistent weekly schedule will be established prior to the first day of the internship.
- Subject to frequent interruptions and changes in priority of duties throughout the day.
- Sitting/standing/moving about during working hours

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, or veteran status.

### **EMPLOYER: Kenan Advantage Group**

**POSITION TITLE:** Accounting Intern

**POSITION OVERVIEW:** Are you looking to gain valuable experience in the workplace? Are you interested in exploring many facets that the Accounting field is composed of? If so, you've have come to the right place!

We have a large Accounting, Finance, and Tax presence here at Kenan Advantage Group. By interning with us, you will gain exposure in each of these departments.

### **RESPONSIBILITIES AND EXPECTATIONS**

- Research tax and regulatory information
- Research jurisdiction needs
- Research utility and rent needs for all KAG properties
- Create a SharePoint central repository and data tracking sheet
- Gain skills in SharePoint and Power BI,
- Assist with creating back office dashboards to provide KPIs for business decisions
- Assist with creating models for tracking and determining staffing needs for the back-office functions

## BACKGROUND, EXPERIENCE, AND EDUCATION

- Pursuing Bachelor's degree in Accounting, Finance, or similar degree
- Must maintain a 3.0 cumulative GPA or higher
- Must be a full-time student pursuing a degree at an accredited college or university
- Excellent verbal and written communication skills
- Experienced in Microsoft applications

#### **EMPLOYER: Shearer's Foods**

**POSITION TITLE:** Accounting Intern

**POSITION OVERVIEW:** Shearer's Foods is currently seeking an energetic, articulate, self-motivated individual with a "can do" attitude to join the fast-paced Corporate Accounting & Treasury team.

#### **RESPONSIBILITIES AND EXPECTATIONS**

- Assist with maintaining the daily treasury forecast model to provide management with accurate and timely cash reporting.
- Prepare assigned monthly bank reconciliations and investigate discrepancies, including collaboration with accounts receivable and accounts payable clerks.
- Perform inventory processes where responsibilities will include reconciliations to ledgers, research and completion of inventory credits and accounting for inventory.
- Perform corporate consolidated financial close functions where responsibilities will include account reconciliations, preparation of journal entries, and other tasks to support the team.
- Prepare audit support including work papers and supporting schedules for the external auditors relating to revenue selections.
- Collaborate with a fast-paced Corporate Accounting team where independent thought and work product is required.
- Assist with administrative duties to support the payroll and accounting teams.
- Perform work on multiple projects, prioritize work and meet expectations and deadlines while demonstrating attention to detail.
- Coordinate special projects, anticipate issues and take initiative to resolve them.
- Participate in continuous improvement processes as assigned.

### **BACKGROUND, EXPERIENCE, AND EDUCATION**

- Accounting/Finance or Business major with a current GPA of 3.2 or above.
- Basic understanding of financial and accounting concepts.
- Strong analytical skills with a detail oriented and task-focused outlook.
- Working knowledge of Excel.
- Ability to collaborate in a team environment.
- Excellent written and verbal communication skills

### You will be considered for employment in our inclusive workplace

Because at Shearer's, we are committed to providing equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, protected veteran status, or any other characteristic protected by law.