

## **GUERNSEY CAREERS - JOB VACANCY**

### **PRAXISIFM GRADUATE TRAINING PROGRAMME**

A two year programme designed to give you an understanding of the diverse operations within a progressive financial services organisation headquartered in Guernsey.

Structured training, on-the-job experience and one or more secondments to other PraxisIFM offices will provide you with an insight into working in the finance sector and life-long work skills such as decision making, negotiating and communicating.

#### **Qualifications and Skills Required**

- GCSE grade A in Maths and English plus six other GCSEs at grade C or above
- Three A levels at grade B or above
- A degree at 2:1 or above
- Commitment to study for a professional qualification e.g. ACCA; ICSA

You must be a self-starter, committed to a career in financial services, adaptable, have good organisational skills and be able to use your initiative.

#### **Training**

Training is an important aspect of our culture. Well trained knowledgeable employees are a valuable resource and opportunities range from on-the-job coaching to internal courses covering Group policies and procedures, soft skills training and external technical courses.

#### **About PraxisIFM**

We provide bespoke professional services, including trust, company, fund and pension administration to private individuals, families and international corporate clients. The Group was established over 40 years ago. It is listed on The International Stock Exchange and has assets under administration exceeding \$42 billion.

PraxisIFM employs over 300 staff with a wide range of professional skills, experience and expertise and has offices in Guernsey, Jersey, Luxembourg, Malta, Mauritius, New Zealand, South Africa, Switzerland, the UAE and the UK.

We offer a relaxed, friendly working environment and although hard work and commitment is expected we also want staff to enjoy what they do. Everyone is encouraged to take ownership of their roles and, once sufficient training has been provided, staff are expected to work with minimum supervision.

You'll get an attractive remuneration package including a competitive salary.

Our team is dynamic, professional and highly motivated. With your talent and our vision together the opportunities are endless.

#### **How to apply**

Email [recruitment@praxisifm.com](mailto:recruitment@praxisifm.com) to obtain an application form and return it together with a copy of your CV to [recruitment@praxisifm.com](mailto:recruitment@praxisifm.com) or Sharon Coburn, Associate Director, Human Resources, The PraxisIFM Group, PO Box 296, St Peter Port, Guernsey, Channel Islands, GY1 4NA