1. **Internship for Accounting Students**  
Finance and Accounting (General Accounting)

**Responsibilities:**

• Assist in monthly and annual account closing and reconciliation in compliance with SWIFT quality standards.
• Assist in monthly compliance activities.
• Assist in preparation of management/statutory report.
• Perform financial and accounting analyses, provide feedback to senior accountant.
• Participate in Continuous Improvement projects within department.

**Requirements:**

• Candidate must possess or currently pursuing a Bachelor's Degree in Finance/Accountancy/Banking or equivalent.
• Excellent communication skills and language efficiency in English
• Positive attitude with willingness to learn new tasks and knowledge.
• Applicants must be willing to work in Bangsar South.
• 1 Internship position(s) for duration of 6 month(s)
• The candidate must be able to start in December/January onwards

2. **Internship for HR Team**  
**Responsibilities & Requirements**

• Candidate will be exposed on recruitment process and other HR functions.
• Candidate must possess at least a Bachelor’s Degree, Post Graduate Diploma, Professional Degree, Computer Science/Information Technology, Human Resource Management, Business Studies/Administration/Management, Psychology, Social Science/Sociology or equivalent.
• Candidate from IT background - Computer Science, Software Engineering, Telecommunication and others who wants to gain knowledge in recruitment are also welcome to apply.
• Good planning and organizational skills with a mixture of skillset in Administration, Recruiting, and Selection.
• Excellent communication skills and language efficiency in English is a must
• Applicants must be willing to work in Bangsar South.
• Great team player, flexible with positive and 'can do' mind set
• No work experience required as guidance and trainings will be provided.
• Temporary position(s) available.
• Duration: at least 4 months

Successful candidate are required to start immediately - Mid-Sept or Early October

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