



## 2022-2023 Internship Cohort

**Name of Organization:** Associated Bank

**Position Title:** Corporate Banking Intern

**Position #:** 1001

**Hourly Wage:** \$18-\$20/hr

**Hours Per Week:** Up to 20 hours

**Desired Work Schedule:** within Mon- Fri, between 8:00 – 5:00pm

**Work Arrangement:** In Office

**Address:** Associated Bank River Center, 111 E Kilbourn Ave, Suite 600, Milwaukee, WI 53202

### Essential Duties & Responsibilities:

Participate in business line assignments that offers distinct ownership of deliverables (more than clerical/ administrative tasks). Gain exposure to business lines through on-the-job experiences while contributing to real business needs. Complete a variety of project work to broaden knowledge of business and apply educational knowledge.

### Job Accountabilities:

- Lean and understand Associated Bank's credit approach and underwriting process. Spread and analyze financial data.
- Work on quarterly monitoring memos (spreads, cash flow templates, brief financial statements summary memo) with guidance from Portfolio Managers.
- Learn and understand Associated Bank's lending cycle and wide range of banking products.



**Required Qualification:*****Knowledge Skills and Abilities:***

- Verbal Communication
- Microsoft Office Skills (Word, PowerPoint)
- Detail Oriented
- Initiative
- Written Communication
- Ability to Work Independently
- Ability to Work in a Team
- Problem Solving
- Flexibility/Adaptability/ Creativity
- Organizational Skills
- Customer Service Skills
- Multi-taking

**Education:**

- Senior year of bachelor's degree in Finance, Accounting, or Economics is required
- Min. GPA of 3.0 is preferred
- At least two accounting classes are required

**Compliance Statement**

**Fully complies with all applicable enterprise policies and procedures. Acts in compliance with all applicable laws and regulations as outlined in training materials, including but not limited to Bank Secrecy Act. Responsible for reporting suspicious activity to Financial Intelligence. Responsible to report all customer complaints as prescribed and procedure violations to management or HR. Responsible to report ethical concerns as needed to Associated's anonymous Ethics Hotline.**

**Associated Bank is committed to working diligently with any colleague who needs an accommodation perform the essential functions of the job. Please contact the Leaves & Accommodations office to request an accommodation.**