



## Job Specification – International Consumer Economics Intern



ING's purpose is 'Empowering people to stay a step ahead in life and in business'. Every ING colleague is given the opportunity to contribute to that vision. We champion self-reliance and foster a collaborative and innovative culture. The Orange Code is our global manifesto for how we stay true to our purpose and our tradition of reinvention and empowerment. It is made up of **ING Values** (we are honest; we are prudent; we are responsible) and **ING Behaviours**: (you take it on and make it happen; you help others to be successful; you are always a step ahead). For us, success will only be achieved if we act with **Integrity**.

Some companies see diversity as a box to be ticked. We see it as fundamental to our success and we encourage a proper work/life balance. At ING, you'll only be judged on your performance in line with the Orange Code. And that's a promise.

### Core Information

<b>Job Title:</b>	International Consumer Economics Intern
<b>Business/Function:</b>	Wholesale Banking
<b>Department:</b>	Group Research
<b>Line Manager:</b>	Ian Bright
<b>Core Hours of Work:</b>	Full Time 9.00am – 5.00pm
<b>Internship Programme</b>	9 month paid internship programme running from September 2020 to June 2021.
<b>Status:</b>	Temporary
<b>Required start date:</b>	September 2020

### Job Specification

#### Overview:

The international consumer economics team in ING London process the ING International Survey (<https://think.ing.com/consumer/ing-international-survey/>) and articles on consumer attitudes to money for the consumer section of ING's THINK website (<https://think.ing.com/>). The team also supports the research and community sections of the Think Forward Initiative (<https://thinkforwardinitiative.com/>) and participates in the ING Behavioural Impact Team. That team uses lessons from behavioural science to improve products and processes in ING's wholesale and retail business units. The international consumer economics team is part of Group Research at ING. Group Research houses several functions including economics, financial market analysis and a publication of research relevant to financial markets.

The successful candidate will provide administrative support to the behavioural scientist and writers producing the ING International Survey and other tasks as required.

#### Main Duties and Responsibilities of Role

- Provide administrative support for the three ING International Surveys carried out each year and for the four reports produced from those surveys. This will include:
  - Contacting individuals in the 13 ING business units across Europe and Australia that co-operate in all aspects of the surveys.
  - Helping check data used in reports and press releases for accuracy.
  - Proof reading reports and press releases.
- Manipulation of data in Excel spreadsheets and producing Excel graphs using ING approved templates. Planning social media contributions to support publicity of the IIS and other consumer economics activities.
- Helping research articles that will be published under the consumer tab on THINK.
- Assistance for event planning and management of events that are held internally at and external to ING



- Working with the rest of the interns to put together 'meet the manager' sessions amongst the managers, networking events and product sessions.
- Thinking of ideas for charity events for the London office and taking them on and making them happen!

### Career Potential

This role provides an excellent opportunity to gain an introduction to working within a research, writing and economics function.

### Candidate Profile

#### Qualification/Education

**Essential:** A recent graduate, or a talented student considering a degree in topics such as economics, psychology or marketing. Someone taking a placement year during university would also be appropriate.

#### Experience/Knowledge

**Essential:** Good knowledge of mathematics and better than average competency with Excel and preferably PowerPoint. You must not be afraid of working with numbers for many hours at a time.

**Desirable:** An interest in the combined effects of economics, psychology or marketing and the way these interact with personal finance.

#### Personal Competencies

**Essential:** Someone who is not afraid of using numbers extensively.  
Good PC skills, including a working knowledge of Word, Excel & Outlook.  
Someone who can work well as part of a team as well as own initiative, good time keeper and well organised.  
Pays attention to detail. Important for proof reading and ensuring accuracy of data.  
Well organised.  
Good communication and interpersonal skills are required both for interaction between team members and with the many business units that need to be worked with.  
Ability to execute tasks independently and manage/prioritize workload yet willing to ask for help if confused about a task or problem.

Click [here](#) to find out further information on this intern programme and how to apply