



## Job Specification – Compliance Intern



ING is a global bank with a strong European base. Our over 60,000 employees serve around 38million customers, corporate clients and financial institutions in over 40 countries. Our purpose is to empower people to stay a step ahead in life and in business. This purpose guides us in everything we do.

For our Wholesale Banking clients we provide specialised lending, tailored corporate finance, debt and equity market solutions, sustainable finance solutions, payments & cash management and trade and treasury services.

'Do your thing' is ING's first global tagline. It is how we articulate our purpose and promise to make banking frictionless to the world. 'do your thing' is about people being free to live the life they want to live, knowing that they will make their world a little better for it.

<b>Job Title:</b>	Compliance Intern
<b>Business/Function:</b>	UK Compliance
<b>Line Manager:</b>	David Sharp
<b>Core Hours of Work:</b>	Full Time – 9.00 am – 5.00pm
<b>Duration</b>	12 month paid internship programme running from September 2025 to September 2026
<b>Status:</b>	Temporary
<b>Required start date</b>	September 2025

### Job Description

The ING London Internship Programme: A structured programme aimed at university students and recent graduates. The programme will offer first-hand experience of what a career at ING is like by giving you an opportunity to observe and get involved in the day to day running of the business. An internship at ING will allow you to explore your interests and develop your professional skills and capabilities.

### Job Responsibilities

#### **Compliance Conduct & Ethics**

- Horizon scanning – supporting horizon scanning activities – review of regulatory publications and identifying applicability and impact to ING London.
- Supporting update of key reporting metrics via the Compliance Cockpit.
- Communication monitoring – supporting second line review of market abuse and conduct alerts generated from central surveillance system.
- Reviewing and responding to queries via the Compliance inbox.
- Assisting with key compliance processes for example: FCA registrations for Certified Persons and Senior Manager Function holders.
- Supporting delivering training for 'Above the Wall', 'Attributed Function' staff and Annual Compliance Refresher trainings.
- Maintaining the UK Compliance intranet page.
- Support delivery of the "Compliance Talks" series of events.
- Involvement in ad-hoc projects across UK and EMEA locations.

#### **Integrated Compliance**

- Planning and co-ordination for UK Compliance Function.
- Produce periodic Management Information, data and dashboards.
- Support key local and bankwide initiatives relating to data and digitisation.

#### **Data Protection**

- Work with remote hub colleagues to support data protection requirements and initiatives impacting UK.

## General

- Providing support for other roles within the Compliance Department as needed, preparing the Compliance Regulatory Review and taking minutes at the Compliance department meeting.
- Preparing necessary management information.
- Reviewing existing business practices and procedural documentation.
- Coordinating effectively with key stakeholders, incl. Front Office, Corporate and Wholesale Banking Compliance, and Internal Audit.
- Dialogue, as required, with ING IT and external vendors on any system-specific questions.

## In addition

- Working with the rest of the interns to put together “meet the manager” sessions, networking events and product sessions.
- Actively participate in volunteering opportunities available through ING’s charity partnership initiatives.
- Think of ideas for charity events for the London office and take them on and make them happen!

## Your Work Environment

UK Compliance is responsible for the provision of compliance support and expertise to the Wholesale Banking (WB) business based in London. The team is also part of the wider EMEA region and works closely with Compliance colleagues in other WB locations. Key responsibilities include ensuring the business meets Bank Charter and Framework deliverables; providing proactive compliance advice to the business; monitoring of compliance risks; delivery of compliance training and active involvement in the identification and mitigation of compliance risk indicators.

We value and encourage people to take responsibility for their tasks, and to constantly seek out new ways of being a strategic partner to the business.

## Career Potential

This role provides an excellent opportunity to gain an introduction to working within the department, with the potential to apply for permanent roles as available.

## Who Are We Looking For?

### Required Skills

#### Essential

A recent graduate or looking to undertake a university placement year.  
Must have the right to work in the UK for the whole duration of the proposed internship.  
Self-starter who is able to work on their own initiative and take on varied challenges.  
Someone who can work well as part of a team, good timekeeper, proactive and well organised.  
Someone with a professional and confident manner, approachable and friendly with a willingness to learn.  
Good communication and interpersonal skills are required both for interaction between team members and internal stakeholders.  
Strong problem-solving skills and confidence in proposing solutions.  
Good IT skills, including a working knowledge of Word, Excel & Outlook.  
Approachable and friendly.  
Someone who will also play a big part in the intern team and represent the department well.

#### Desirable

Relevant industry qualifications  
Experience / knowledge of:

- UK regulatory environment, especially the roles of the Bank of England, Prudential Regulation Authority (PRA) and the Financial Conduct Authority (FCA)
- Role of Compliance in supporting an institution
- Non-Financial Risk factors
- Legal / Audit / Quality Assurance activities
- An interest in RegTech

### What Type Of People Are We Looking For

Creating a differentiating experience starts with ING’s culture: entrepreneurial, open, collaborative, innovative and energetic. Who we are and how we work are set out in our Orange Code. Our values are the non-negotiable promises we make to the world. The principles we stick to no matter what are: we are honest, we are prudent, and we are responsible. Our behaviours are the commitments we make to each other and the standards by which we measure performance. These behaviours are what set us apart. We are looking for people who apply these behaviours: you take it on and make it happen; you help others to be successful and you are always a step ahead.

With integrity above all, the Orange Code is our manifesto describing the values and behaviours that define us and what it means to be ING.

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