



ING Graduate Programme 2026 – Finance Business Services

At ING, we believe success will be achieved if we follow 3 key principles:

We are collaborative: Your ideas are welcome. Together, we solve complex problems to deliver the best solutions for our clients.

We are flexible: Flexibility drives productivity – everyone works differently. We trust our people to make the right choices, act with integrity and deliver optimal performance.

We are impactful: We are connectors, innovators and pioneers. We provide our clients with the expertise they need to fuel their growth and transition to a sustainable future.

Our **Graduate Programme** is designed for ambitious individuals who want to shape the future of banking while developing their skills in a dynamic, international environment. Our Early Careers offerings are built to ignite your passion and accelerate your professional and personal growth.

The **ING UK Graduate Programme** will provide you with hands-on experience and broad exposure to the banking world over 12 months. You will work as an integral part of a team, helping to deliver impactful solutions for ING in a specific department. We offer opportunities across three streams:

- Financial Markets – Sales and Trading
- Front Office – Capital Markets advisory and Corporate Banking
- Support & Control functions

Finance Business Services

The Finance Business Service team are responsible for the processing and accounting for supplier invoices and employee expense claims on both the London and Dubai Ledgers; ensuring that all documents are processed in an accurate and timely manner and that only valid, authorised, transactions are undertaken and reflected in the Banks financial accounting records. The team works in close cooperation with colleagues in the Finance department and business support personnel.

Main Duties and Responsibilities:

- Process transactions into the Banks financial applications, performing checks for validity, accuracy, and authorisation, to preserve the integrity of the data, in line with internal and external regulatory and statutory requirement.
- Process multicurrency Supplier invoices and submit for workflow approval.
- Process Supplier and Client invoices relating to reimbursable Legal fees.
- Process currency wash VAT journals via the General Ledger.
- Process Client receipts via Accounts Receivables.
- Process Intercompany receipt journals via the General Ledger.
- Process daily bank journals for FX and Funding via the General Ledger.
- Reconcile daily London Branch bank accounts
- Assist with month end balance sheet reconciliations.

Key Skills and Requirements

- A recent graduate or looking to do a university placement year.
- Must have the right to work in the UK for the whole duration of the graduate programme.
- Someone who can work well as part of a team as well as own initiative, good timekeeper and well organised.

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In order to operate ING's recruitment process, we will collect and store personal data you provide. Please request the privacy statement should you wish to understand how ING UK uses and protects this information and visit our website for more information.

- Good communication and interpersonal skills are required both for interaction between team members and customers.
- Good PC skills, including a working knowledge of Word, Excel & Outlook.
- Someone with a professional and confident manner.
- Good verbal and written communication skills.
- Approachable and friendly.
- An organised and details orientated individual.
- Someone who will also play a big part in the team and represent the department well.
- Proactive.
- Willingness to learn.

Ready to take the next step?

Click here to find out further information on the graduate programme and how to apply.

Apply now and start your journey with ING. Together, we'll shape the future of banking.

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