

## Marketing and Investor relations (Spanish speaking)

### About Comgest:

Founded in 1985, Comgest is an independent, international Asset Management Group with asset management companies in Paris, Hong Kong, Singapore, Tokyo, Boston, and Dublin. It also has offices in Düsseldorf, Amsterdam, Brussels, Milan, London, and Sydney. Comgest is characterised by its dedicated approach of 'quality growth in the long term' through its unconstrained style across all equity portfolios. It serves a diverse client base of long-term oriented investors around the globe.

We are committed to attracting a talented and diverse workforce, and to fostering an open, collaborative culture of inclusivity because we believe multiple perspectives lead to more informed investment and business decisions. We welcome people with diverse life experiences, fresh ideas, and specialised subject-matter expertise.

Our entity in Milan, Comgest Italia, a branch of Comgest Asset Management International Limited (CAMIL), is currently seeking to hire a native Spanish speaking Intern for six months.

The Intern will report directly to the Branch Manager of the Italian Branch.

### General Overview of Responsibilities:

The successful candidate's responsibilities include but are not limited to:

- Provide support in the production of communication and marketing documents along with digital communication in Spanish.
- Knowledge of MS Office tools such Excel and Power Point
- Utilization of the Seismic tool to prepare standard and bespoke presentations
- Utilize our Customer Relationship Management (CRM) tool to add and update meeting notes, contacts, and accounts
- Create contents regarding funds managed by the company and to re-elaborate texts to answer promptly to clients
- Conduct market intelligence in terms of fund analysis through the available tools such Morningstar Direct and Factset
- Support in organization of client events, fund fairs and client meetings

### Profile

- Native Spanish speaker
- Based in Milan office
- Strong academic background from a leading business school, BA, or Master's Degree level
- Experience in the funds industry and asset management would be a plus
- Ability to multi-task, prioritize and produce accurate work
- An ability to collaborate effectively with all members of the team
- Dynamic, inquisitive, self-motivated person with an excellent team spirit
- Knowledge of MS Office tools such Excel and Power Point

*Comgest is an Equal Employment Opportunity/Affirmative Action Employer.*

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