



COMPANY DESCRIPTION

Third Bridge is a market-leading investment research firm. We provide integrated solutions for the world's top investors and business leaders to help them make smarter and faster decisions. No other company in the world provides the same holistic investment offering: our superpower is the combination of human insights and unique investor-led content with a global expert network. We serve over 1,000 investment firms, offering clients 24/7 coverage through our team of 1,300+ employees located across nine offices.

JOB DESCRIPTION

Third Bridge Connections finds and connects industry specialists, who can offer unique insights into companies and markets, to our clients. To an investor who is looking for information to steer a deal-making decision, there is nothing more powerful than the knowledge that is locked up inside people's heads.

As an **Associate Intern at Third Bridge**, you will get an opportunity to work on exciting projects for some of our biggest global clients which includes top-tier Private Equity Funds, Management Consulting firms, etc.

POSITION OVERVIEW

- You will be a part of Third Bridge's Client Services Team.
- This role will require you to assist the Research team to identify & recruit specialists to Third Bridge's network of industry experts to facilitate consultations between industry specialists and our clients (Private Equity Companies, Hedge Funds and Management Consultancies).
- Negotiate and persuade experts to connect with our clients at short notice, scheduling calls as soon as possible, whilst operating within our industry leading compliance framework.
- Ultimately, it's about finding out whether these experts are the right fit for our clients' needs, and whether they know the answers to the questions our clients want to ask.

RESPONSIBILITIES:

- Use external tools to identify the most relevant individuals to take part in 1:1 consultations with our clients. (Relevant experts are often C-level executives working at the heart of their industries.)
- Make cold calls to relevant experts to explain the opportunity and persuade them to take part in a consultation with our client.
- Arrange for interpreters, assist specialists to complete pre-consultation processes.
- Keep accurate records of communications by using our intranet systems.

QUALIFICATIONS

- Year 3 and Year 4 or those who recently graduated who can commit to a full time internship
- Candidates should be able to work **5 days a week (Monday to Friday) for a minimum of 3 months**
- Work Timings: 9:00 a.m. to 06:00 p.m HKT
- Motivated self-starter, organised, ability to work independently
- You'll be responsible for building relationships with a wide variety of industry experts across different industries and seniority levels, so you need to have great communications skills (both written and verbal) and be able to adapt your communication style effectively

- The work is fast-paced – you will be working on multiple requests each day, with tight timelines and high standards so you'll need to organise your time well, have great attention to detail and adhere to our compliance framework
- Our services are in high demand and we all work to targets so we need people who are excited by a hands-on, high performing and results-oriented role and who are driven to exceed expectation
- Strong academic credentials or client facing experience is essential

ADDITIONAL INFORMATION

- Our interns receive a comprehensive training program and responsibilities similar to our full-time employees
- Contingent on successful completion of internship.
- Opportunity to actively participate in our 4 employee led committees who cover our commitment to Diversity, ESG, Charity and Corporate Social Responsibility
- In-office perks: free food, coffee, socials and guest talks