

## **Investment Banking / M&A Intern (2019 - 2020)**

### **Description:**

The candidate will be involved in many aspects of this growing boutique M&A advisory firm. Responsibilities include transaction support, researching contact information for executives, entering contact data into our detailed database, business development/marketing support, and other ad-hoc projects. Interns will gain unmatched exposure as to how a successful firm operates.

### **Qualifications:**

- Detail-oriented (extremely important)
- Highly motivated and entrepreneurial
- Strong work ethic
- Ability to work well under tight deadlines
- Strong written and oral communication skills
- Skilled with time management; ability to multitask and complete various projects
- Personable and upbeat disposition
- Team player who is self-motivated to learn and grow quickly

### **Contact:**

zeisenberg@greenberg-advisors.com

### **Desired Class Level:**

Sophomore, Junior, Senior, MBA

### **Desired Major(s):**

Finance, Marketing

### **Required Documents:**

Cover Letter, Resume, 1-2 PowerPoint Samples

### **Hours:**

Preference for those able to work at least 15-20 hours/week. In your cover note, please include a description of your interest and availability. The ideal candidate will be available for both the Fall 2019 and Spring 2020 semesters, though we'll assess all qualified candidates.