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# Example of Associate Intern Job Description

Our company is looking to fill the role of associate intern. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for associate intern

* Make contributions to our highly differentiated written product and forward-looking financial analysis, including primary ownership of a significant project
* Interact with sales, trading and research staff across the firm
* Make contributions to our highly differentiated written product and forward-looking financial analysis, including primary ownership of a significant project or report
* Interact with sales, trading, management, and other research teams across the firm
* Acquire expertise in multiple equity products including cash trading, derivatives, and electronic trading while working with our leading global research team
* Interact daily with sales traders, sector traders, and specialists to understand how key decisions are made with institutional clients
* Make contributions to the morning trading meeting and end of day recap incorporating market moving events from around the world
* Provide support to Talent Advisors and Recruiters in attracting, sourcing and assessing the best talent to fill open roles across the Egencia business
* Ensure that all Candidate’s experience is reflective of our culture, brand and leaves the right lasting impression
* Partner with Hiring Managers to understand hiring needs and translate into recruiting strategies

## Qualifications for associate intern

* Surface chemistry, Surface functionalization and characterization
* Biochemistry, Bio-conjugation, oligo labeling, protein labeling
* Fluorescence microscopy, optical microscopy and image analysis
* Basic understanding of statistical analysis and experiment design
* Must be detail oriented and demonstrate excellent Lab notebook and documentation skills
* Must be rising junior in a Bachelors program or above (Masters or PhD student), with a minimum 3.2 GPA – both cumulative and major (will be verified by transcripts)