

WE MAKE EVERY DAY COUNT

POSITION

Trainee

DEPARTMENT

All

LOCATION

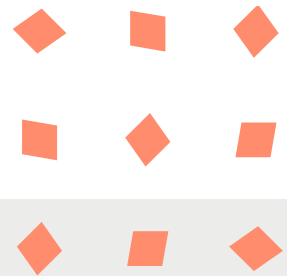
Jersey



The role

Sanne are looking for talented graduates and A-level students to enter our three year, fully assisted professional training programme.

Our Fast-Track Trainee Programme is a fully assisted professional training programme enabling successful trainees to secure a professional qualification within accountancy or fund administration whilst gaining practical experience within one of our client facing teams. At the end of the programme, successful trainees will be professionally qualified and considered for promotion to Assistant Manager. In addition, trainees can be promoted before the end of the programme to Senior administrator.



Key responsibilities

- General administration of various structures;
- Bookkeeping and accounts preparation;
- Preparation of financial statements;
- Attendance at board meetings;
- Drafting of minutes;
- Management reporting;
- Corporate governance;
- Dealing with customers and intermediaries.
- Any other duties in the scope of the role that the company requires.

Professional qualifications supported

- ICAEW
- ACCA
- ICSA

Skills / experience

Applicants should possess the following attributes:

- A confident and personable personality;
- Good communication skills Excellent numeracy and attention to detail;
- A positive attitude, willingness to learn and reliability;
- Strong self-motivation and drive.

Educational Requirements:

- Minimum 120 UCAS points or equivalent;
- Minimum 2.2 degree (for graduates);
- Good standard of GCSE's or equivalent.



Location

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About Sanne

Sanne is a leading global provider of alternative asset and corporate services.

Established since 1988, Sanne employs c2,200 professionals worldwide and administers structures and funds that have in excess of £500 billion assets.

We deliver tailored fiduciary services to a highly valued international client base through a global network of offices spread across the Americas, Europe, Africa and Asia-Pacific.

Clients are serviced through regional businesses which are led by global leaders with deep experience in alternative asset and corporate services. Each business contains multifunctional and skilled teams of professionally qualified people who are aligned to the specific requirements of each client, across one accredited platform.

Sanne leads in the provision of fund and corporate administration services. Specialist expertise is delivered across private debt, capital markets, real assets, private equity, hedge and corporate services.

Key clients include leading fund managers, financial institutions and global corporates.



2,200+
people worldwide



23
global locations
AMERICAS / EUROPE /
AFRICA / ASIA-PACIFIC



**ESG
Advisory**
a signatory of PRI



Accredited
business process



£500bn+
assets under administration



Leaders
in fund and administration services

Let's talk

To discover more, please contact:

recruitment@sannegroup.com

Seize the opportunity and you can really reach your potential with Sanne. We strive to support everyone, share knowledge, recognise talent and promote from within.

Let's talk...

#wemakeeverydaycount
#sannelife



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Sanne is an Apex Group company.



sanne.