

Business Executive - Internship



The Business Executive voluntary placement scheme provides exposure to all aspects within the business arena during a 6-month internship. Experiencing several business functions, such as Operations, HR, Finance, or Marketing, whilst real responsibility is given, you will benefit from the greatest exposure to a broad range of working areas one can get in such a short time. If you want to boost your career in a friendly, multicultural environment, where the best professionals with the right skills & abilities can work on special projects and improve their leadership skills, we are the right choice for you. Are you the right choice for us?

Roles & Responsibilities

- **Human Resources**
 - Recruitment & Induction
 - Concierge Service
 - ISO 9001 & Other British Standards
 - Payroll
- **Finance and Accounting**
 - Data Analysis
 - Invoicing
 - Credit Control
 - Procurement
 - Financial Forecasting
 - SAGE Accounting Software
- **Operations**
 - Scheduling of Manpower
 - T&A Systems
 - Metrics & KPI Reporting
- **Marketing**
 - Product Planning
 - List Building
 - CRM Systems
 - Social Media
 - Google Analytics
 - Customer Satisfaction
- **Project Work**
 - Startup Incubator
 - Kickstarter Campaign
 - Business Automation



Are you ready for the challenge and a unique experience? Email your CV & cover letter to joinus@3iis.uk. Our recruitment is ongoing!

Our Clients

- **SSGC Ltd**
Security company operating in the manned guarding sector with a national footprint in the UK.
- **CyberRATSS Ltd**
Software development house specialized in comprehensive solutions for specific business needs involving maximum automation of processes.
- **ZenBox Ltd**
Startup company with a Kickstarter launch providing unique TV gadgets storage solution.
- **Ciao Restaurants**
Hull based restaurant introducing automation in its ordering process.
- **InstaSG Ltd**
Gig economy created with a purpose of cutting out supply chain from the industry benefitting related parties at both end.



Our Offer & Ethos

- Real work experience abroad
- Multicultural environment
- Family-like atmosphere & extremely UNIQUE team
- Personal development
- Support for Erasmus scheme
- Many of our previous interns secured full time positions for themselves with reputable companies within & outside of the UK as well, thanks to the experience gained during their placement with us.



3iis

INTERNATIONAL • INTELLECTUAL • INTERNS

Internship Offer

ThreeEyes Ltd, specialized in Business Administration and Management, is now offering an opportunity to undergraduates and freshly graduated professionals to gain real valuable work experience through its voluntary placement scheme, supporting the business functions of its clients, operating in various industries.

Company Activity

ThreeEyes Ltd was incorporated from an idea based on the unique power an international intern offers to the UK business market. Before the formation of ThreeEyes an intern model was run under different organisations for the past 8 years, which allowed the test bed of more than 200 interns from all around the world. ThreeEyes is the evolution of this model to become a highly innovative and dynamic company, where we crave interns' ability to development at a phonetic pace suited to the career orientated person.

Requirements

- Unique Individual
- Optimistic Approach
- Good English Written & Spoken
- Attention to Detail
- Good Organizational Skills
- ABILITY to Learn, Develop & Create Ideas
- Ability to work independently & Make Decisions
- Flexible & Dynamic
- Career Driven
- Socially Outgoing
- 3 Musketeer's Motto

We are unconventional – Expect the unexpected

ThreeEyes Ltd – Unit 19, Ergo Business Park, Kelvin Road, Swindon, SN3 3JW, UNITED KINGDOM – www.3iis.uk