



Job Title: Finance and Accounting Intern

Duration: [6 month]

About Talent Match, Inc Ltd:

Talent Match is a social venture working to close the skills gap among university students in Rwanda through innovative career readiness training programs. It was founded in 2019 and has its head offices at the University of Rwanda.

Internship Overview:

We are currently seeking a dedicated and detail-oriented Finance and Accounting Intern to join our dynamic team. This internship offers a unique opportunity for a student or recent graduate to gain hands-on experience in finance and accounting while contributing to the continued success of Talent Match, Inc Ltd.

Key Responsibilities:

- Financial Recordkeeping: Assist in maintaining accurate financial records, including accounts payable and receivable.
- Budget Management: Support the finance team in budget preparation, monitoring, and analysis.
- Data Analysis: Conduct financial data analysis to provide insights and support decision-making processes.
- Financial Reporting: Assist in the preparation of financial reports, statements, and presentations.
- Audit Support: Collaborate with external auditors, providing documentation and support during audit processes.
- Process Improvement: Identify opportunities for process improvement within the finance and accounting functions.
- Ad-hoc Projects: Contribute to special projects as needed, gaining exposure to various aspects of financial management.

Qualifications:

- Currently pursuing a degree in Finance, Accounting, or a related field.
- Strong analytical and problem-solving skills.
- Proficiency in Microsoft Excel and other relevant financial software.
- Excellent organizational and time-management skills.
- Effective communication and interpersonal abilities.

Benefits:

- Hands-on experience in a dynamic and supportive work environment.
- Exposure to various facets of finance and accounting within the context of professional development.
- Networking opportunities with industry professionals and fellow interns.
- Monthly stipend

Apply here: <https://my.talentmatch.rw/mydashboard/Internships/>