



Luxembourg Investment Solutions S.A. (LIS) is a leading third-party Alternative Investment Fund Manager and UCITS management company with a strong focus on Private Equity, Real Estate and Debt Funds.

We help investment managers and investors materialize their investment ideas through turnkey solutions in all aspects of administration and servicing of the investment vehicle and supporting structure.

Due to our continued successful expansion, we are looking for a:

## Trainee Finance (m/f) for six months

### Your main responsibilities:

- Support of the Accounting team in the day-to-day-business, i.e. dealing with the general accountancy of legal entities: processing and booking invoices, execution of payments, management of account receivables and account payables, reconciliation, fixed assets and miscellaneous bookings
- Preparation and filing of financial statements (Balance sheet, P&L and notes)
- Keeping abreast with accounting standards (LuxGaap, IFRS)
- Engage in the cash management process
- Assist with the financial reporting process
- Participate in quarterly reporting process to the Company's investors

### Your profile:

- You are pursuing a University degree, preferably in Accounting & Finance
- You are fluent in German and English
- Excellent communication skills and the ability to prioritize tasks
- Perfect command of Excel, Outlook and Word
- Ability to work autonomously as well as in team
- Highly efficient, proactive and trustworthy
- Strong organizational skills, paying attention to details

### What you can expect:

- An innovative, modern business environment
- Highly motivated and experienced team
- Growth & development opportunities



If you are interested in becoming a part in our team please apply by email to: [hr@lis-aifm.com](mailto:hr@lis-aifm.com)

**Luxembourg Investment Solutions S.A.**

Charlotte Steinhardt (HR Officer)

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To find out more about our company and the services we offer to our clients, please visit us at:  
[www.lis-aifm.com](http://www.lis-aifm.com)