



Superfund Group (formerly Quadriga) is an asset management company, specializing in quantitative alternate investment strategies. The Superfund Group was founded in 1995 in Vienna Austria and utilizes fully automated proprietary computer trading systems. Superfund has offices in locations including Chicago, Singapore, Tokyo, Hong Kong, Amsterdam, Vienna, Warsaw, Grenada and Zürich. Superfund manages over US\$1 Billion in different alternate strategies.

<https://www.superfund.com/hp11/Main.aspx>

Internship

Responsibilities

- To make warm calls for setting up the appointments with the company's sales manager.
- Support the office managers in new business sales and retention activities.
- Handle customer's calls, facilitate the enrollment process, follow up financial documents and enquires.

Requirements

- Fresh graduates or above, or current students
- Effective communication skills with the ability to remain highly professional. (strong interpersonal / relationship building skills)
- Self-motivated with great optimistic mind. (must be an excellent team player with a strong work ethic and willing to learn)
- Strong communication and interpersonal skills in English, with native proficiency in Mandarin Chinese needed, given the focused market and clients

*excellent attention to detail / *Excel and PowerPoint skills would be a plus

Working hours

9am-6pm, Monday to Friday

Work duration

3 months or 6 months (can negotiate)

Application

Please send your resume to Kim.HyungEun@superfund.com by **30th October 2020**