



FOR THOSE WHO
DARE

Here is your home.

Intern (m/f) - Allianz SE, Property & Casualty Academy

Allianz is the home for those who dare – a supportive place where you can take the initiative to grow and to actively strengthen our global leadership position. By truly caring about people – both its 85 million private and corporate customers and more than 142,000 employees – Allianz fosters a culture where its employees are empowered to collaborate, perform, embrace trends and challenge the industry. Our main ambition is to be our customers' trusted partner, instilling them with the confidence to grow. If you dare, join us at Allianz Group.

Allianz SE is the global headquarters of the Allianz Group. Our employees reflect the Group's geographic and functional diversity. Located in Munich, Allianz SE provides the perfect opportunity to start or continue with your international career.

Your new duties and responsibilities

The Property & Casualty (P&C) Academy is part of a group called Global P&C, which is a Center of Strategy and Execution within Allianz SE. Our mission is to provide functional training to the technical community in Allianz on a global level. The technical community consists of underwriting, pricing and portfolio management specialists.

The P&C Academy grants three levels of accreditation to its program participants, and is externally accredited by the Chartered Insurance Institute in London, one of the leading private insurance training institutes in the world. We work with Subject Matter Experts (SMEs) to take their technical knowledge and create content in a good didactic form.

This paid internship would be ideal for someone who wants to gain experience working in a corporate functional learning academy for a large and complex global organization. The academy does not deliver programs in people development, they are handled by Allianz U.

This is an opportunity for learning and personal development through coaching and mentoring of the senior members of the team. Our Interns enjoy a very collegial atmosphere, and there is a strong network of students at Allianz.

Key Responsibilities

We are looking for an Intern who will primarily carry out the following tasks:

- Attend planning meetings, take minutes and provide input on training design ideas
- Proof read, edit, revise and format training materials to ensure consistent presentation excellence
- Organize all program training material for seminars from various content providers (a very complex task)
- Prepare all hardware and software required to deliver training programs
- Interface with vendors regarding the procurement of training materials
- Perform research and provide some creative content for our training materials, e.g., pictures and illustrations to make presentations more visually appealing
- Occasionally attend training programs to provide logistical support, video record presentations and later edit these video recordings

This list is not exhaustive and additional tasks will be assigned based upon the capabilities of the Intern.

Key Requirements/Skills/Experience

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The ideal candidate should:

- Have at least 1 year of work experience in a corporate environment
- Proficient in the use of Microsoft Office Suite – specifically PowerPoint & web-based programs
- Proactive mindset, good attention to detail and a sense of academic rigor
- Fluent English (written and spoken); knowledge of additional languages is also very helpful

Additional Information

Reference Code: AZSE-4963381-5

Job start and duration: January 2017, min 6 months/ Intern 38 hours/week

Please note that your application can only be considered in case you are enrolled at university for the whole period of employment or in a gap year between a bachelor and Master studies.

Please submit your complete application documents (incl. CV, certificates, references and motivation letter)

We are looking forward to receiving your application on www.allianz.com/careers.

Allianz SE is committed to employment equity and therefore welcomes applications from men and women regardless race or ethnicity, age, nationality, religion, disability, sexual orientation or philosophy of life.

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