

Morgan Stanley

What Will You Create?

Morgan Stanley is a leading global financial services firm providing a wide range of investment banking, securities, investment management and wealth management services. The Firm's employees serve clients worldwide including corporations, governments and individuals from more than 1,200 offices in 43 countries. As a market leader, the talent and passion of our people is critical to our success. Together, we share a common set of values rooted in integrity, excellence and strong team ethic. Morgan Stanley can provide a superior foundation for building a professional career - a place for people to learn, to achieve and grow. A philosophy that balances personal lifestyles, perspectives and needs is an important part of our culture

We are looking for

Client On-boarding Interns for Brexit project

in our Budapest Office

The Legal Entities Group (LEG) is a global group within Morgan Stanley's Operations division with offices in New York, Tokyo, Hong Kong, Budapest, Bangalore, and Mumbai.

The main focus of this role is to be an active part of the Client On-boarding process as part of the Brexit transition plan, learning and applying all applicable regulatory programs and performing the necessary control functions.

The primary responsibilities of LEG team are:

- Customer database management (i.e. creation of newly acquired customers in the core system of Morgan Stanley and maintenance of the records of existing clients).
- Liaising with the Business Units and Stakeholders to obtain information
- Collection and refresh of certain documents obtained per KYC and other regulatory requirements
- Providing status reports and escalating issues to management, as appropriate
- Enhancing and maintaining written procedures
- Updating proprietary systems with information / documentation obtained

Skills Required

- Good command of English knowledge
- Computer skills (Excel, Word, PowerPoint)
- Critical thinking and attention to detail
- Excellent communication skills
- Ability to multi-task and work to tight deadlines

What We Offer

- Anti-Money Laundering and Know Your Customer Experience
- Work on an EU precedent setting project
- Multinational/Multicultural work environment

What to Expect

- High paced and high volume work environment
- Multiple stakeholders to manage and interact with
- Complex processes and skilled work
- Helping drive continuous improvement

Operations is one of the largest divisions in the firm and has diverse responsibilities, including correctly settling and recording millions of transactions per day, identifying and mitigating all operational risks, developing strong client relationships and partnering with technology to realise the full potential of IT and e-solutions. Throughout, the Operations department continually seeks ways to improve while actively supporting the development of new businesses, structures and markets.

If you are interested in the above opportunity, please apply [HERE](#).