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Apex Group: Graduate Internships 2025

Description

Apex Group is a global financial services provider with a comprehensive range of solutions to help clients achieve their business goals. Our services span across fund administration, financial services, and institutional banking. We pride ourselves on fostering a dynamic and inclusive work environment where innovation and collaboration thrive.

Apex Group is excited to offer Graduate Internships to recent graduates eager to gain hands-on experience in the financial services industry. As a Graduate Intern, you will work closely with our talented team of professionals and gain valuable insights into the various aspects of our business. This internship is designed to provide you with the skills and knowledge necessary to excel in a fast-paced and ever-evolving industry.

Responsibilities

- Assist in day-to-day operations and support various departments, including fund administration, financial services, and institutional banking.
- Contribute to research and analysis projects, including data collection and report generation.
- Collaborate with team members to develop and implement process improvements.
- Participate in client meetings and assist in preparing presentation materials.
- Provide administrative support as needed, including managing schedules, organizing files, and handling correspondence.

Qualifications

- Recent graduate with a degree in Finance, Business Administration, Economics, or a related field.
- Strong analytical and problem-solving skills.
- Excellent written and verbal communication skills.
- Proficiency in Microsoft Office Suite (Excel, Word, PowerPoint).
- Ability to work both independently and as part of a team.
- Strong attention to detail and organizational skills.

Job Benefits

- A dynamic and supportive work environment.
- Opportunities for professional growth and development.
- Hands-on experience in the financial services industry.
- Mentorship and guidance from experienced professionals.
- Potential for future employment opportunities within Apex Group.

Hiring organization

Apex Group

Employment Type

Intern

Duration of employment

3 Months

Industry

Financial Services

Job Location

Cape Town, Western Cape, South Africa, 8000, Cape Town, Western Cape, South Africa

Working Hours

09

Date posted

September 20, 2025

Valid through

19.07.2028

Contacts

Interested candidates should submit their resume and a cover letter outlining their interest in the internship and relevant qualifications. Please include "Graduate Internship Application" in the subject line.

Apex Group is an equal-opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.