

Finance Intern

We are looking for an analytical, organised and curious Finance Intern to support our day-to-day financial operations. You will gain practical experience in management accounting, bank reconciliation, budget monitoring and expense tracking, helping the team maintain accurate information and understand business performance.

Working with guidance from the finance team, you will develop your financial skills while contributing to real business processes. We particularly value a technology-minded person who enjoys learning new tools, asks thoughtful questions and looks for practical ways to improve how work gets done.

What you'll Do

- Help classify and allocate income and expenses by business area, project or cost centre.
- Support regular bank reconciliations by matching bank transactions with accounting records, invoices and supporting documents.
- Identify unmatched items, timing differences and discrepancies, document findings and follow up with the team to resolve them.
- Update budget tracking files and compare actual income and expenditure with approved budgets.
- Help investigate variances and prepare clear summaries to support budget reviews and financial planning.
- Review invoices, receipts and expense records for completeness, accuracy and correct categorisation; flag missing information or potential duplicates.
- Help test simple automations and AI-assisted workflows with the team, checking outputs for accuracy and handling financial information confidentially.