

Keystone Global - Summer 2023 Internship

Company Description

Keystone Global is a boutique, women-and-minority-owned consulting and financial advisory firm focused in the infrastructure, construction and technology industries. We are proud to provide clients with highly tailored investment banking and strategic consulting services. Keystone Global is built on a strong work ethic and has a mission to deliver innovative solutions to our clients to ensure long-term success.

Job Description

Keystone is looking to hire an Intern for the Summer of 2023. Over three months, you will acquire hands-on experience, skills training and an in-depth understanding of our clients, investors, industry, market, and goals. In this role, you will support a cross-functional team that expects you to make important contributions to internal initiatives as well as client deliverables. You will excel in this role and help Keystone Global grow by utilizing your academic abilities combined with a strong determination to develop skills across operations, strategy and finance. Additionally, we look for individuals who bring a value add mindset. Keystone is a boutique and highly collaborative organization - so you will have significant opportunity to work on developing new ideas, presenting them directly to leadership, and making an impact. We expect the intern to be flexible in support of the team dynamics, proactive in support of the company's goals, and bring a learning mindset to everything you do.

Responsibilities

- Work with Keystone's analyst and management on the development of various company initiatives including research reports, client deliverables and engagements
- Support and manage certain operational and strategic projects for senior leadership team
- Assist firm-wide operations and strategy by sourcing, evaluating, tracking and targeting potential partnerships, investments and internal initiatives
- Develop financial models for projects and corporate transactions
- Research and develop strategic consulting reports
- Draft presentations and materials, including teasers, CIMs, and transaction announcements
- Participate in firm meetings and assist team with setting and tracking project KPIs, while working with team to execute on KPIs as necessary
- Attend off-site meetings or other community events, including networking, social or brand-ambassadorship receptions

Qualifications

- Current pursuit of Bachelor's or Master's degree – with coursework in business, engineering, finance, marketing, math or related fields with a minimum cumulative GPA of 3.5, is preferred
- Enthusiastic interest in any of the following; banking, consulting, construction, financial services, infrastructure, investment management, or technology and innovation
- Exceptional interpersonal skills with unquestionable integrity and accountability
- Strong written and verbal communication skills with experience creating meeting and presentation materials;
- Proficient in MS Office (Excel, Word, PowerPoint and Outlook)

Desired Experience/Skills

- Major and background in finance or construction/engineering/technology
- Project Finance modeling experience

Logistics

- **Internship Dates** June 8, 2023 through August 31, 2023 (start and complete dates subject to change/flexible)
- **Internship Compensation** \$600+/Week (Subject to Schedule and Qualifications)
- **Work Location** Jericho, NY **Keystone is an in-person workplace. Limited hybrid flexibility may be considered on a case- by-case basis **
- **To learn more, please visit the following:**
 - **Website** <https://www.keystoneglobalholdings.com/>
 - **LinkedIn** <https://www.linkedin.com/company/3246892/>

Description Disclaimer: The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.