



TOGETHER WE  
MAKE IT HAPPEN



# Internship Program

20  
23

**Spend between 3 to 9 months with us and you will get a real insight into the life of an Audit/Accounts trainee.**

HLB Rwanda recruits students from different universities currently we take students from University of Rwanda, College of Business and Economics and students who are pursuing ACCA/CPA, and offers those recruited great opportunities for career growth and training while they are still at the university or pursuing ACCA/CPA.

The journey with HLB Rwanda may start immediately after you finish 1st Year for the students in university, Level one( applied knowledge) for ACCA students and Foundation level ( Part 1) for CPA Students. At the end of each internship period, basing on your performance your internship period can be renewed or terminated if your performance is not satisfactory.

The internship will start with a week-long training program, carefully designed to help you get to know your new colleagues and fellow interns, and immersing yourself in our business, vision and purpose.

Following the training week, our internship will provide you an excellent way to get a unique insight into our business and experience what it is like to provide vital business and financial advice to clients. Here, you will not spend your time photocopying or making the coffee. Rather you will be working with your team and supported by a mentor to learn all about our dynamic and ambitious firm.

HLB Rwanda will accompany you on your journey towards university graduation or ACCA/ CPA Qualification, Our professional and qualified staff will always be ready to help you with any queries, advice or support you may need in your academic assignments.

Studying and working at the same time will be challenging. But your hard work will pay off with a rewarding career at an ambitious, purpose led firm that is shaping a vibrant economy where businesses, people and communities can thrive.

Our internships are designed to help you develop your skills, grow in confidence, and build your business knowledge. You will also get an allowance to support you through your education.

Most students who join us on our internship program go on to become full-time employees of HLB Rwanda after graduation from the University or ACCA Qualification. Upon qualification HLB Rwanda will reward your great achievement and this would mean a further increase in your remuneration and in your responsibilities. From then on your career at HLB Rwanda will continue to progress, and yes, the sky is the limit! It all depends on you

At the heart of whatever we do here at HLB Rwanda, We have purpose and a core set of values that we strive to bring to life every day:

our purpose is: **“Making a positive and sustainable impact for our people, the environment and the communities we operate in.”**

And we realize our purpose through living our shared values and behaviors every day:

- We empower **change** and **innovation**
- We foster **trust** and **transparency**
- We work together to create **sustainable value**
- We lead with **kindness** and **professionalism**
- We help people thrive and pursue their **passion**
- We are not afraid to **explore the unknown** and **boldly lead the way**.

This is who we are. This is what we stand for.

## Next Intake

The selection of students for our next internship is May - July 2023 and the hired interns are expected to commence on 1st August 2023.

### A. Requirements - University Students

- One must be an evening student.
- One must be studying Finance or Accounting degree.
- One must be a 2nd year student.

#### To Apply

- Submit detailed Curriculum Vitae.
- Submit notarized copy of Examination transcript for 1st year signed and stamped by the University.
- Submit a notarized copy of Senior Six Diploma.
- Submit your ID Copy.

### B. Requirements - ACCA/CPA Students

- One must be an evening student.
- One should be in ACCA level 2 (Applied skills) and have attained an ACCA Diploma in Accounting and business (RQF Level 4) for CPA Students One should be in CPA Part 2 (Intermediary level)

#### To Apply

- Submit detailed Curriculum Vitae.
- Submit notarized copy of ACCA Diploma in Accounting and business ( RQF Level OR certificate for CPA Students confirming that you're in intermediate level.
- Submit notarized copy of ACCA/CPA Exams transcript.
- Submit notarized copy of Senior Six Diploma or result slip.
- Submit your ID Copy

Applications and attachments to be sent on email to [recruitment@hlbrwanda.com](mailto:recruitment@hlbrwanda.com) and copied to [info@hlbrwanda.com](mailto:info@hlbrwanda.com).