



ABBHEY GROUP INTERNSHIP GUIDE



INDEX

1. Purpose
2. Why Abbey?
3. Student's Role and Responsibilities
4. Company's Role and Responsibilities
5. Internship Competencies



This guide has been created to provide an overview of the Internship Programme on offer with The Abbey Group

TESTIMONIALS

“

I really value what I have learned from working for Abbey. The atmosphere and the culture in the office, that you have had a large part in creating, has added a great deal to my experience.

Intern from Abbey UK 2018

”

“

I really enjoyed working with you for my first International experience. It is now the time for me to go back home with many memories from all the wonderful people that I met here.

Accommodation Intern 2018

”

PURPOSE

The purpose of this guide is to introduce the Abbey Internship Programme and to provide potential business partners information about how it functions. Our hope is you will be a part of this activity to build future (International) Business Professionals. Abbey Internships mean that the Company provides dedicated and eager students with the opportunity to gain valued practical experience which is needed to mould our future business managers.

This guide contains information on how our Internships are organised and what is expected from an Internship Manager and what the Company can expect from their Intern.

WHY ABBEY?

1

The Abbey Group Internship Programme provides students with the skills needed to be successful in the business world.

2

Abbey Interns will have outstanding communication skills and are predominantly immersed in English throughout the Programme.

3

We encourage enthusiastic problem solvers and our Interns become accustomed to working in a Multicultural Team.

WHY ABBEY?

4

Students obtain an insight into the business consequences of culture and develop a strategic view on financial and non-financial business processes.

5

Many students already have a strong business foundation when they arrive at Abbey Group, here students can put learning into practice.

6

We believe that you will be pleasantly surprised by the maturity and breath of knowledge and experience that you will achieve during your Abbey Internship.

STUDENTS' ROLE AND RESPONSIBILITIES

Duration	Language	Education	Outlook
4 months minimum, preferably 6 months +	Good level of English/Language of your Prospective Department	Students must be enrolled in a University/Educational Program	Take the work experience seriously

STUDENTS' ROLE AND RESPONSIBILITIES

Attitude

Teamwork

Business Knowledge

Be willing to learn

Work as a part of a
team

Develop an
understanding of our
business

THE ABBEY GROUP'S ROLE AND RESPONSIBILITIES

- ✓ Opportunity to gain experience across Broad Range of Business Areas in Dublin London or Edinburgh

Some of our Departments with Internships on offer include:
Finance, Accommodation, Conference & Events, HR, Operations, Information Systems, Customer Care, Business Development

- ✓ A welcoming Diverse and Multi-Cultural Environment
- ✓ Future Employment Prospects - Ireland & Abroad
- ✓ References
- ✓ Assistance with Projects – Current Industry Information and Knowledge
- ✓ One on one experience and involvement with Managers

CONTACT US



00353 1 648 6183



hrdepartment1@abbey.ie



www.abbeygroup.ie/careers



Applications should include your CV, proof that you are a current student and proof of right to work in Ireland/UK