

Internship

Vista Capital Partners

Vista Capital Partners is one of the leading financial advisors in the Pacific Northwest and has become a career destination. Our unique investment philosophy, standard-setting client services, and engaging work environment help to attract and retain top talent. Our core purpose is to build happier and more prosperous lives.

We believe a healthy work/life balance is essential—happy employees provide the best possible service to our clients. To that end, we engage in regular team-building exercises, provide time for employees to volunteer in the community, and offer periodic sabbaticals.

Our internship program is an exciting opportunity for undergraduate and/or graduate students who are interested in financial services.

Duties and Responsibilities

We are seeking a motivated intern who is ready to apply knowledge of financial terms and principles to authentic real-world experience.

Potential projects include:

- Support Financial Planner with financial planning projects.
- Assist Chief Investment Officer and perform investment related projects.
- Participate in financial planning and investment team meetings.
- Sit in on client account review meetings.
- Assist with client related projects.
- Utilize various financial planning and investment tools and resources.

Core Values

We will hire the person who best embodies and embraces Vista's core values:

- **Act with Integrity**
Successful relationships are built on trust.
- **Strive for Simplicity**
Keeping things simple allows us to focus on what truly matters.
- **Be Passionate**
An unwavering belief in what we're doing brings out the best in us. Passion inspires and is contagious.

- **Demand Excellence**

Our clients and colleagues deserve our best effort. Always.

- **Enjoy the Journey**

A fun and flexible work environment allows our people to enjoy happy and fulfilling lives.

Qualifications

- Undergraduate or graduate student
- Available June–August 2020
- Organized and detail-oriented
- Friendly and service-oriented
- Superb communication skills
- Proficient with computer and software packages, particularly Microsoft Word, Excel, PowerPoint, and Outlook

Salary and Benefits

We are offering \$15 an hour for approximately 8-10 weeks of work at 35 hours/week.

How to Apply

Interested applicants should send a resume and cover letter to our Chief People Officer Tana Thomson.

Email Address:

tana@vistacp.com

Mailing Address:

Vista Capital Partners

9755 S.W. Barnes Road, Suite 595

Portland, OR 97225

We will contact you if we believe your qualifications meet our needs. Thank you!

VISTA CAPITAL PARTNERS IS AN EQUAL OPPORTUNITY EMPLOYER