

# 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.

Our vision is to become Oregon's Most Admired Employer. We believe that a diverse, equitable and inclusive culture enhances both the employee and client experience. We bring our full and authentic selves to work every day and are committed to a culture of continuous growth and development. Financial security, time to enjoy life, and opportunities to build connection and give back help to ensure our employees are living their best life.

Our internship program is an exciting opportunity for undergraduate 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 Planning Committee with financial planning projects.
- Assist Investment Team with 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 student.
- Available in June 2021 through August 2021
- Organized and detailed
- Friendly and service-oriented
- Superb communication skills – written or oral
- Proficient with computers and software packages, particularly Microsoft Word, Excel, PowerPoint, and Outlook.

## **Salary and Benefits**

- Offering \$15 an hour for approximately 10 weeks of work at 35 hours/week.

## **How to Apply**

Interested applicants should send their resumes with a cover letter to: Tana Thomson, [tana@vistacp.com](mailto:tana@vistacp.com).

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

VISTA CAPITAL PARTNERS IS AN EQUAL OPPORTUNITY EMPLOYER