



ACCESS ANALYTIC

**Internship Program**

**Overview 2024**

# Introduction to Access Analytic and Its Internship Program

## COMPANY BACKGROUND:

Access Analytic, established in 2000, has emerged as a leading provider in the field of Power BI and Excel solutions. Our innovative approaches have been instrumental in helping companies accelerate growth, minimize costs, and mitigate risks. Based in Perth, Western Australia, we extend our services across Australia, Asia, the Middle East, the South Pacific, and Africa. As an official Microsoft Partner and an active participant in the Microsoft Community, Access Analytic maintains a strong presence in the industry. Additionally, we are a recognized provider under the WA Government's Common Use Agreement, underlining our commitment to quality and excellence.

## EXPERTISE AND EXPERIENCE:

Our team is composed of highly qualified consultants with diverse and impressive backgrounds. This includes:

- Masters in Applied Finance
- Masters of Professional Accounting
- PhD in Economics and Finance
- Chartered Accountant
- Certified Information Systems Auditor
- Microsoft Certified Excel Expert

Many of our consultants have previously worked in big 4 or second-tier Chartered Accounting firms, bringing a wealth of knowledge and experience to our team. Their expertise is further broadened by experiences in international banking and finance in the UK and Europe, senior positions in ASX200 companies, roles as corporate finance analysts, auditing and controls specialists, and as analysts with direct industry and commercial experience.

## INTERNSHIP PROGRAM OBJECTIVE:

The internship program at Access Analytic is designed to offer hands-on experience in the dynamic field of financial analysis and consulting. Our aim is to equip interns with the skills and insights necessary to excel in the financial services industry, leveraging the diverse expertise of our team. Interns will have the opportunity to engage in real-world projects, learn from seasoned professionals, and contribute to impactful work that aligns with our mission to provide leading-edge solutions to our clients.

## Ideal Candidate Profile

### PASSION FOR DATA, AUTOMATION, AND NUMBERS:

The ideal candidate for Access Analytic's internship program will have a deep-rooted passion for data, automation, and numbers. This passion is fundamental as it drives the enthusiasm to

delve into complex financial models, Power BI solutions, and Solver CPM, which are at the heart of our services. Candidates who are naturally inclined towards data analysis and enjoy uncovering insights through numbers will find this internship particularly rewarding.

#### **EDUCATIONAL BACKGROUND:**

Applicants are likely to be in the process of completing a degree in fields such as Information Technology (IT), Commerce, or similar areas. These academic backgrounds align well with the technical and analytical nature of our work, providing a solid foundation for the learning and development opportunities available in our program.

#### **STRONG INTERPERSONAL SKILLS:**

Given the consulting nature of our work, strong interpersonal skills are crucial. Interns will interact with colleagues, mentors, and potentially clients. Therefore, the ability to communicate effectively, listen actively, and collaborate with others is highly valued. These skills are essential not just for day-to-day interactions but also for understanding and meeting client needs effectively.

#### **APPETITE FOR LEARNING:**

An eagerness to learn is a key trait we look for in our interns. The ideal candidate should be open to absorbing new information, adapting to different scenarios, and continuously developing their skills. This appetite for learning will ensure that the intern makes the most of the varied learning opportunities provided during the internship, including self-driven learning, mentorship, and hands-on project work.

## Internship Duration and Schedule

#### **PROGRAM DURATION:**

The internship at Access Analytic is designed as an intensive two-month program. This duration is strategically set to allow interns to immerse themselves fully in the company culture, understand the nuances of our work, and contribute meaningfully to ongoing projects.

#### **WORK SCHEDULE:**

During these two months, interns are expected to work full-time. This full-time engagement is crucial for a comprehensive learning experience and enables interns to participate actively in various aspects of our operations. The typical working hours will align with our standard office hours, but we also value flexibility and work-life balance. Therefore, any specific needs for schedule adjustments can be discussed with the internship coordinator.

#### **COMMITMENT TO LEARNING AND DEVELOPMENT:**

We believe that the full-time nature of this program will provide interns with a deeper insight into the world of financial consulting and analytics. This immersion is not only about gaining practical skills but also about understanding the rhythm of working in a high-paced, innovative

environment. Interns will have the opportunity to see how professional teams collaborate, manage projects, and navigate challenges in real-time.

## Roles and Responsibilities

### **SELF-DRIVEN LEARNING JOURNEY:**

Interns at Access Analytic are encouraged to proactively manage their learning experience. The internship program is designed to support a self-driven approach, where interns are responsible for navigating their learning path within their selected specialization. A variety of resources and materials are provided to aid this journey.

### **DEVELOPMENT TOWARDS MASTERY:**

To facilitate this self-directed learning, interns will have access to:

- Tailored learning modules relevant to their chosen stream (Financial Modelling, Power BI, Solver CPM).
- A selection of online resources and tutorials to support self-paced learning.
- Regular check-ins with mentors or supervisors to monitor progress and provide guidance.

Additionally, interns will have opportunities to tap into the wealth of knowledge from current analysts at various learning events. These events are an excellent platform for gaining deeper insights, asking questions, and understanding real-world applications of their skills.

### **PROJECT COMPLETION:**

A pivotal part of the internship is the completion of a project that allows interns to apply and showcase their skills. This project will:

- Be aligned with the intern's area of specialization.
- Challenge their understanding and practical application of key concepts.
- Be reviewed by mentors or supervisors, providing valuable feedback and learning points.

### **POST-PROJECT OPPORTUNITIES:**

After completing their initial project, interns may have the chance to work on actual projects under the guidance of our experienced analysts. This phase is critical for practical learning, enabling interns to:

- Apply their skills in real-world scenarios.
- Collaborate with professional teams on client-focused projects.
- Gain firsthand experience of the challenges and dynamics in the consulting industry.

This hands-on experience is key to preparing interns for a career in consulting, equipping them with both technical skills and practical insights into the profession.

# Learning Objectives and Skills Development

## **PERSONALIZED LEARNING PATHS:**

At Access Analytic, we emphasize the importance of individualized learning experiences. Our internship program is designed to cater to the interns' specific interests within our expertise in consulting. This approach ensures that each intern gains in-depth knowledge and practical skills in their area of interest.

## **AREAS OF FOCUS:**

Interns have the opportunity to specialize in one of the following areas:

- Advanced Financial Modelling
- Power BI Solutions
- Solver CPM Solutions

Depending on their chosen stream, interns will be guided to master the best practices and develop skills pertinent to that specific area.

## **DEVELOPMENT IN CLIENT MANAGEMENT AND INTERPERSONAL COMMUNICATION:**

A key aspect of consulting is the ability to effectively manage client relationships. Our program places a strong emphasis on teaching interns how to:

- Professionally interact with clients.
- Understand and respond to client needs.
- Communicate complex information clearly and concisely.
- Build lasting client relationships.

Furthermore, interns will be trained in various interpersonal communication tools to enhance their ability to work within a team, engage with clients, and navigate professional settings confidently.

## **COMPREHENSIVE SKILLSET DEVELOPMENT:**

By combining technical skills in areas such as financial modelling, Power BI, or Solver CPM, with client management and communication skills, interns will be well-prepared for a career in consulting. They will emerge from the program not only with robust technical expertise but also with the essential soft skills that are crucial in the consulting industry.

# Networking and Professional Development Opportunities

## **ACCESS TO RESOURCES AND KNOWLEDGE BASE:**

Interns at Access Analytic will have unparalleled access to the company's extensive resources and knowledge base. This access is a critical component of the internship program, as it allows

interns to deepen their understanding of consulting and to acquire industry-specific knowledge.

#### **INTERACTION WITH ALL LEVELS OF THE COMPANY:**

A unique aspect of our internship program is the opportunity for interns to interact with members at all levels of the company, from junior analysts to senior executives. These interactions are not only beneficial for gaining diverse perspectives on the consulting industry but also for understanding the various roles and functions within a company like Access Analytic.

#### **PARTICIPATION IN COMPANY EVENTS:**

Interns will be encouraged to participate in any relevant company events. These events could range from internal workshops and seminars to client-facing meetings and presentations. Participation in these events serves as an excellent networking opportunity, allowing interns to build connections within the industry and to observe firsthand how professional networking is conducted.

#### **BENEFITS OF NETWORKING OPPORTUNITIES:**

Networking is an integral part of professional growth, especially in consulting. These interactions and connections can provide valuable insights, mentorship opportunities, and potential pathways for career development. By engaging in these networking opportunities, interns will not only expand their professional network but also gain confidence in their ability to navigate and contribute to professional discussions and events.

## OVERVIEW

Access Analytic provides AMAZING Power BI and Excel solutions to enable companies to grow, control their costs and reduce their risks.

### *Discover amazing insights in...*

	Financial Modelling	Reporting	Training
Assist Growth	Forecasting & Capital Raising	Dashboards & Data Analytics	Tailored Courses
Control Cost	Budget Systems	Process Improvements	Improved Productivity
Reduce Risk	Model Audit	Single Source of Truth	Best Practice

**Figure 1: Access Analytic Solutions Overview**

Our Services fall into three groups:

#### 1. Helping Companies Grow:

- **Financial Modelling:** to forecast results (e.g. equity/loan capital raising, business planning, feasibility studies, project economics etc.) with sensitivity and scenario analysis to support decision-making with confidence.
- **Reporting:** tailored dashboards and KPIs using Excel and Power BI to connect to both cloud and on-premise data, thereby allowing companies to keep on top of their operations, gain insights, and make data-driven decisions.
- **Training:** training in all of these areas to transfer skills to support further growth.

#### 2. Helping Companies Control Cost

- **Financial Modelling:** Excel-based budgeting and forecasting systems that enable companies to efficiently control and monitor their costs.
- **Reporting:** reporting to assist Finance, Human Resources and Operations with their areas of responsibility for process improvement and cost control.
- **Training:** assisting staff to become more productive and reduce the need for additional resources. Courses are provided on an in-house basis, which often results in a cost saving of 50% or more compared to public courses.

#### 3. Helping Companies Reduce Risk

- **Financial Modelling:** independent model auditing services to provide assurance that key models are producing accurate results and can be relied upon.
- **Reporting:** reporting that focuses on the right data at the right time to provide transparency & visibility from a single source of truth.
- **Training:** financial modelling best practices to reduce risk and improve quality.

We are based in Perth, Western Australia and the business was established in 2000.

Access Analytic is a listed provider under the Western Australian Government's Common Use Agreement.

Access Analytic provides services to clients located in: Oceania, Asia, Africa and the Middle East. A selection of our clients is shown below:

