



We are hiring

Corporate Administration Interns

AAA Global Services Ltd is a reputable and experienced Management Company incorporated in the Republic of Mauritius since 2006. We are licensed by the Financial Services Commission to provide inter-alia management, fund administration, trusteeship and other corporate administration and secretarial services.

Our office is located at Iconebene, an iconic GOLD LEED certified building in the heart of Ebene.

Selected candidates will be exposed to the following:

- Drafting resolutions and taking minutes of board meetings,
- Preparing board packs
- Opening of bank accounts and processing bank transactions
- Drafting of simple agreements
- Administrative work

The ideal candidates are management / finance / law students.

Duration: Period of internship to be mutually agreed

Experience: Previous internship with a Financial Institution will be favorably considered

Remuneration: Stipend to be advised upon making an offer

Working Days/ Time: From Monday to Friday- 8:30 am to 5 pm

Send your CV/ Motivation Letter on: cs@aaa.com.mu

Please quote the reference “CA INTERN 2025” when submitting your application.

Deadline for application: 22 August 2025

Website: <https://www.aaa.com.mu>