

Off-cycle internship, six months. Full-time, London office, five days a week.

About Corbett Keeling

Corbett Keeling is an independent corporate finance firm advising owner-managed, family-owned and private equity-backed businesses on company sales, mergers and acquisitions and capital raising. For more than 30 years, we've helped UK business owners achieve cash, certainty and chemistry in their transactions, typically in the £10m to £150m enterprise value range. We bring a buyer's-eye view, strong sector insight and global reach through [Globalscope Partners](#). More at www.corbettkeeling.com.

The internship

An internship focused on business development, over six months. You'll work closely with our Marketing Manager, Marketing Director and the wider deal team, supporting deal origination and marketing activity, including running our cold-outreach programme day to day, while learning how sell-side mandates are won and delivered.

How we work

- We start with our PRO Review to get each client deal-ready and aligned on value and priorities
- Service is personal, honest and precise. Clients hear from us promptly and clearly
- We focus on outcomes that deliver cash, certainty and chemistry

What you'll do

- Run the cold-outreach programme day to day: segment data, build target lists, draft and personalise letters, coordinate print and post, manage email follow-ups and track responses
- Manage the response pipeline: monitor replies, book calls and meetings, prepare briefing notes and track performance
- Help prepare pitch and marketing materials, support events and post-deal outreach
- Get exposure to live deals, buyer longlists and shortlists, legal documentation and models
- Track and summarise recent M&A transactions and keep buyer lists current
- Keep our CRM accurate and up to date
- Help the office run smoothly, including welcoming guests and answering the phone

About you

- Recent graduate with a 2:1 or above from a Russell Group university
- Some previous work experience in any field, valued more for what it taught you than for where it was
- Excellent people skills, clear writing and strong attention to detail
- Proficient in Excel, confident in PowerPoint and quick to learn new tools and techniques
- Initiative, good judgement and a calm head under pressure
- Curiosity about M&A and the lower mid-market, and a strong motivation to learn

What you'll get

- Close exposure to live deals: how mandates originate, how we assess and prepare a business for sale and how buyer shortlists and pitches are built
- Coaching from the people doing the work, not from a distance
- A day rate of £101.68, paid at the National Living Wage, plus holiday pay
- A reference on successful completion

Apply

Send your CV and a short covering letter to tilly.okane@corbettkeeling.com. Tell us why Corbett Keeling. Please include your available dates.

Practicalities

- Start date: September 2026
- Hours and location: Monday to Friday, 8.30am to 5.30pm, office-based in the City of London
- Right to work: you must have the right to work in the UK for the full internship period (no sponsorship available)
- Process: we review applications as they arrive. Shortlisted candidates will have a short Teams call and an in-person interview with a brief task (writing and Excel)

Equal opportunities

We're committed to equal opportunities and welcome applications from all qualified candidates. If you need any adjustments during the process, please let us know.

Privacy notice

Any personal information you share will be used solely for recruitment purposes and handled in line with data protection law. For more details, please see our privacy policy at www.corbettkeeling.com.