

**Ref: JT/CM/2017.048**

**Multinational Seminar  
SME Financing: Strategy & Organization for Banks**

**Luxembourg: 12-16 June 2017 (5 days)**

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Luxembourg, 10 March 2017

**« Each good project must find a financier! Each entrepreneur must find  
adequate resources to help him achieve his dreams! »  
(Staffan Nilsson, President of the European Economic and Social Committee -  
EESC, 2010-2013)**

Dear Madam,  
Dear Sir,

If you are a loan officer in charge of commercial relations with SME prospects and clients, a credit risk analyst or in charge of middle and back office activities with a minimum of 3 years of experience and you wish to develop knowledge and skills in the aim of improving the quality of your professional work...

***then this is the programme for you!***

The **House of Training** ([www.houseoftraining.lu](http://www.houseoftraining.lu)) has been mandated by the Luxembourg Ministry of Finance to implement the fourth edition of this fully-fledged training course. The programme has been developed in cooperation with the Belgian Bankers Academy (BBA), specialised in SME financing and Luxembourgish bankers, bringing on board their own professional experience and sharing their best practices.

**Who can apply?**

**20 participants** will be selected to attend this seminar. Invited countries are: Armenia, Azerbaijan, Bosnia and Herzegovina, Bulgaria, Cape Verde, China, Croatia, Cyprus, the Czech Republic, Egypt, El Salvador, Estonia, Georgia, Hungary, Kazakhstan, Kosovo, Latvia, Lebanon, Lithuania, Macedonia, Malta, Moldova, Mongolia, Montenegro, Poland, Romania, Russia, Serbia, Slovakia, Slovenia, Tunisia, Turkey, Ukraine, Vietnam, and West African Economic & Monetary Union.

The selection of the participants will be made by the House of Training and its trainers according to the relevance of the participants' profile that will have to correspond to the target group mentioned in the organisation sheet. The applicants should come from **commercial & central banks, financial institutions and supervisory bodies**. The geographical criterion will NOT be considered. The participants are requested to have a **sound knowledge of English** as the whole seminar will be held in that language with no translation.

All successful candidates will be granted a certificate of attendance and a certificate of achievement after having passed the exam.

We send you herewith the seminar description (organisation sheet & content) and application form.

**When and where will the seminar take place?**

The seminar will be held in **Luxembourg from Monday 12 to Friday 16 June 2017** (arrival date: Saturday, June 10, departure date: Saturday, June 17). The seminar will end with a knowledge assessment.

**Deadline for application: May 01, 2017!**



Your filled in application form shall be sent **to the House of Training official Partner in your country by May 01, 2017**. Please note that the House of Training will consider only fully completed forms.

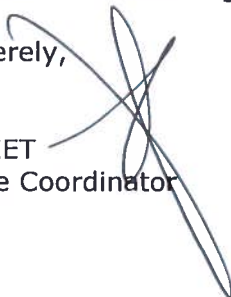
This seminar will be a unique opportunity for the participants to meet, exchange strategic views and experience among themselves and with colleagues from Luxembourg-based banks.

Do not hesitate to contact us for any further information.

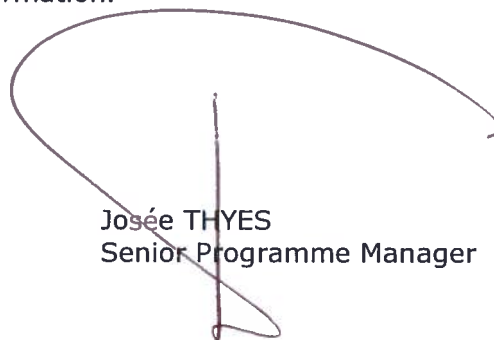
Looking forward to receiving your application,

Yours sincerely,

Claire MOZET  
Programme Coordinator



Josée THYES  
Senior Programme Manager



**Appendices:**

- Seminar description: Organisation sheet & content
- Provisional programme
- Financial conditions
- Application form