

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(1)	公司 / 機構名稱 Name of Company / Organization	國泰附屬服務 隸屬於 國泰航空飲食服務（香港）有限公司 Cathay Pacific Catering Services (H.K) Limited Namely Cathay Subsidiary Services("CSS")
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 在人力資源職能的日常管理和營運中提供協助，包括招募，培訓及員工活動 2. 協助協調及參加招聘會和其他招募活動 3. 協調學習和發展活動，獲取高素質人才 4. 聯絡和協調旨在提高員工滿意度的參與計劃 5. 履行並支持管理層分配的任何人力資源項目和臨時職責 <ol style="list-style-type: none"> 1. Provide clerical support in daily administration and operation of People functions, including but not limited to recruitment, training and engagement activities 2. Help coordinate and attend job fairs and other recruiting events 3. Coordinate learning and development activities to acquire high-quality talents 4. Liaise and coordinate engagement programs that aim to drive employee satisfaction 5. Perform and support any HR projects, initiatives & ad hoc duties as assigned by the management
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	上午時九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$11,000元 HKD\$11,000 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 任何學科的本科生 2. 具備良好電腦知識 <ol style="list-style-type: none"> 1. Undergraduate students in Any Discipline 2. Proficiency in computer knowledge
	工作經驗 Work Experiences	文職相關經驗 Administration experience
	地點 Location	香港國際機場 Hong Kong International Airport

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(2)	公司 / 機構名稱 Name of Company / Organization	嘉盈珠寶有限公司 Charming Jewellery Limited
	實習職位名稱 Job Title	銷售及市場助理 Sales & Marketing Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助策劃和執行營銷計劃，包括公司電子商務業務的策略、預算和目標 2. 協助提高品牌的知名度並推動社交媒體平台流量和招攬更多客戶 3. 協助制定和管理執行全方位的營銷和促銷活動，涵蓋線上和線下促銷、例如營銷、社交媒體活動及與第三方聯營促銷 <ol style="list-style-type: none"> 1. Assist in the planning and execution of marketing plans, including the company's e-commerce business strategy, forecast and target 2. Help increase brand awareness and drive traffic to social media platforms and attract more customers 3. Assist in formulating and managing the execution of a full range of marketing and promotional activities, covering online and offline promotions, such as marketing, social media activities and joint promotions with third parties
	實習日期 Internship Period	六月二十三日至八月二十二日（待定） 23 June to 22 August (TBC)
	工作時間 Working Hour	上午時九時至下午六時半 09:00 to 18:30 hrs.
	薪酬 Remuneration	每月港幣\$8,000元 HKD\$8,000 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 有創意、積極主動和獨立 2. 良好溝通及中英語文能力 <ol style="list-style-type: none"> 1. Creative, proactive, self-motivated and independent 2. excellent communication, good command written and spoken English and Chinese
	工作經驗 Work Experiences	擁有Google Analytics / GoogleAds / Facebook Ads Manager工具的經驗優先考慮 Experience in Google Analytics / GoogleAds / Facebook Ads Manager tools is preferred
	地點 Location	紅磡 Hung Hom

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(3)	公司 / 機構名稱 Name of Company / Organization	雲通科技有限公司 Cloud Connect Technology Limited
	實習職位名稱 Job Title	市場助理 Marketing Assistant
	職責 Job Duties	1. 協助籌辦活動 2. 協助文書工作 3. 協助物資管理 1. Assist in organizing activities 2. Assist paperwork 3. Assist material management
	實習日期 Internship Period	六月三日至七月三十一日或七月一日至八月二十九日 3 June to 31 July or 1 July to 29 August
	工作時間 Working Hour	上午時九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	時薪港幣\$45至\$70元 或 每月港幣\$8,000至\$11,000元 HKD\$45 to \$70 per hour or HKD\$8,000 to \$11,000 per month
	入職條件 Entry Requirements	不需要 Not Required
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	長沙灣 Cheung Sha Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(4)	公司 / 機構名稱 Name of Company / Organization	雲通科技有限公司 Cloud Connect Technology Limited
	實習職位名稱 Job Title	文化編輯 Culture Editor
	職責 Job Duties	1. 協助策劃與執行影片專題 2. 協助編輯影片及撰寫報道 3. 協助撰寫社媒貼文 1. Assist in the planning and execution of video features 2. Assist in editing videos and writing reports 3. Assist in writing social media posts
	實習日期 Internship Period	六月三日至七月三十一日或七月一日至八月二十九日 3 June to 31 July or 1 July to 29 August
	工作時間 Working Hour	上午時九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	時薪港幣\$45至\$70元 或 每月港幣\$8,000至\$11,000元 HKD\$45 to \$70 per hour or HKD\$8,000 to \$11,000 per month
	入職條件 Entry Requirements	不需要 Not Required
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	長沙灣 Cheung Sha Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(5)	公司 / 機構名稱 Name of Company / Organization	建造業議會 Construction Industry Council (CIC)
	實習職位名稱 Job Title	暑期實習生 (企業營運) Summer Intern (Corporate Operation)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助暑期實習生指定企業服務部門的營運 2. 協助編寫報告和文件，包括議程、會議文件以及管理階層和利害關係人會議的簡報資料 3. 提供會議協調、後勤安排等的支援 <ol style="list-style-type: none"> 1. To assist in the operation of the assigned corporate services department at CIC 2. To contribute to report and document compilation, including agendas, meeting documents, and presentation materials for management and stakeholder meetings 3. To provide support in meeting coordination and logistical arrangements, etc.
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	星期一至五，上午八時半至下午六時十八分 Monday to Friday, 08:30 to 18:18 hrs.
	薪酬 Remuneration	每月港幣\$11,200元 HKD\$11,200 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前在香港或海外大學修讀學位課程 2. 熟悉微軟應用軟件的操作 (包括Word 文檔、Excel 試算表及PowerPoint簡報等) 及中文文書處理 <ol style="list-style-type: none"> 1. Currently pursuing a degree at a local or overseas university 2. Proficiency in Microsoft application software (Including Word, Excel, PowerPoint, etc.) and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	建造業議會辦公室，包括但不限於觀塘及九龍灣 CIC Premises, including but not limited to Kwun Tong and Kowloon Bay

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(6)	公司 / 機構名稱 Name of Company / Organization	建造業議會 Construction Industry Council (CIC)
	實習職位名稱 Job Title	暑期實習生（建築科技） Summer Intern (Construction Technology)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助建造業議會指定部門的運作； 2. 進行產業發展及建造數碼化的研究、工作及計畫 3. 支持建造業議會在大灣區等地的宣傳活動和計畫 <ol style="list-style-type: none"> 1. To assist in the operation of the assigned department at CIC 2. To conduct research, studies and projects for industry development and construction digitalization 3. To support CIC's publicity events and projects, including those in Greater Bay Area, etc.
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	星期一至五，上午八時半至下午六時十八分 Monday to Friday, 08:30 to 18:18 hrs.
	薪酬 Remuneration	每月港幣\$11,200元 HKD\$11,200 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前在香港或海外大學修讀學位課程 2. 熟悉微軟應用軟件的操作（包括Word 文檔、Excel 試算表及PowerPoint簡報等）及中文文書處理 <ol style="list-style-type: none"> 1. Currently pursuing a degree at a local or overseas university 2. Proficiency in Microsoft application software (Including Word, Excel, PowerPoint, etc.) and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	建造業議會辦公室，包括但不限於觀塘及九龍灣 CIC Premises, including but not limited to Kwun Tong and Kowloon Bay

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(7)	公司 / 機構名稱 Name of Company / Organization	建造業議會 Construction Industry Council (CIC)
	實習職位名稱 Job Title	暑期實習生（建築培訓與專業發展） Summer Intern (Construction Training and Professional Development)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助香港建造學院的運作 2. 支援校園管理、課程協調、與學生招生和事務相關的工作或計畫以及宣傳活動 3. 為各項措施的規劃和實施等提供行政支援 <ol style="list-style-type: none"> 1. To assist in the operation of Hong Kong Institute of Construction 2. To support campus administration, course coordination, tasks or projects related to student admissions and affairs, and publicity events 3. To provide administrative support for planning and implementation of various initiatives, etc.
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	星期一至五，上午八時半至下午六時十八分 Monday to Friday, 08:30 to 18:18 hrs.
	薪酬 Remuneration	每月港幣\$11,200元 HKD\$11,200 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前在香港或海外大學修讀學位課程 2. 熟悉微軟應用軟件的操作（包括Word 文檔、Excel試算表及PowerPoint簡報等）及中文文書處理 <ol style="list-style-type: none"> 1. Currently pursuing a degree at a local or overseas university 2. Proficiency in Microsoft application software (Including Word, Excel, PowerPoint, etc.) and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	建造業議會辦公室，包括但不限於觀塘及九龍灣 CIC Premises, including but not limited to Kwun Tong and Kowloon Bay

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(8)	公司 / 機構名稱 Name of Company / Organization	建造業議會 Construction Industry Council (CIC)
	實習職位名稱 Job Title	暑期實習生 (資訊科技) Summer Intern (Information Technology)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助建造業議會資訊科技與大數據部門的運作 2. 透過對複雜資料進行深入及動態的資料分析，處理來自不同業務和業內持份者的資料分析申請 3. 支援資料管理平台實施等資料審計工作 <ol style="list-style-type: none"> 1. To assist in the operation of Information Technology & Big Data Department at CIC 2. To handle data analytics requests from different business units and industry stakeholders by conducting in-depth and dynamics data analysis from complex datasets 3. To support data auditing exercise for implementation of data management platform, etc.
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	星期一至五，上午八時半至下午六時十八分 Monday to Friday, 08:30 to 18:18 hrs.
	薪酬 Remuneration	每月港幣\$11,200元 HKD\$11,200 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前在香港或海外大學修讀學位課程 2. 熟悉微軟應用軟件的操作 (包括Word 文檔、Excel 試算表及PowerPoint簡報等) 及中文文書處理 <ol style="list-style-type: none"> 1. Currently pursuing a degree at a local or overseas university 2. Proficiency in Microsoft application software (Including Word, Excel, PowerPoint, etc.) and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	建造業議會各分公司，包括但不限於觀塘及九龍灣 CIC Premises, including but not limited to Kwun Tong and Kowloon Bay

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(9)	公司 / 機構名稱 Name of Company / Organization	周大福教育集團有限公司 CTF Education Group Limited
	實習職位名稱 Job Title	暑期實習生（企業傳訊與公共事務） Summer Intern (Communications and Public Affairs)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 全面了解企業傳訊部門的策略和實踐。 2. 為指定的活動和項目提供文書支援，確保及時和高效地完成 3. 協助準備和發表演講、演示文稿及其他高層領導的傳訊材料 4. 與內部團隊合作，確保所有傳訊平台上的信息和品牌一致 5. 協助監察和分析媒體報導及公眾意見，以制定傳訊策略 <ol style="list-style-type: none"> 1. Gain a comprehensive understanding of corporate communication strategies and practices 2. Provide clerical support for events and projects as assigned, ensuring timely and efficient completion 3. Assist in preparing and delivering presentations, speeches, and other communication materials for senior leadership 4. Collaborate with internal teams to ensure consistent messaging and branding across all communication platforms 5. Assistant in monitoring and analysing media coverage and public opinion to inform communication strategies
	實習日期 Internship Period	六月二日至八月三十一日 2 June to 31 August
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs
	薪酬 Remuneration	港幣\$11,000元 HKD\$11,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前就讀相關的文憑/大專/學位課程、或近期畢業 2. 具備強大的組織能力和多任務處理能力 3. 擁有優秀的書面和口頭溝通能力，包括中文及英文 4. 能夠獨立工作並且能夠融入團隊 5. 熟練使用Microsoft Office套件（Word、Excel、PowerPoint） <ol style="list-style-type: none"> 1. Currently enrolled in a relevant DSC / Associate / University degree program or recent graduate. 2. Strong organizational and multitasking skills 3. Excellent written and verbal communication skills in Chinese & English

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		4. Ability to work independently and as part of a team 5. Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
	工作經驗 Work Experiences	Microsoft 365 應用程式(如：簡報，文書處理，試算表) Microsoft 365 applications (i.e. PowerPoint, Word, Excel)
	地點 Location	灣仔 Wan Chai

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(10)	公司 / 機構名稱 Name of Company / Organization	周大福教育集團有限公司 CTF Education Group Limited
	實習職位名稱 Job Title	暑期實習生（人力資源） Summer Intern (Group Human Resources)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 在各人力資源職能中提供全面支持，包括人才招聘、薪酬福利和學習發展 2. 協助人力資源部門的日常運作，包括員工記錄管理、數據輸入和文件歸檔 3. 為指定的活動和項目提供文書支援，確保及時和高效地完成 4. 為各種人力資源項目和計劃提供支持，確保及時和高效地完成 5. 協助更新人力資源政策 <ol style="list-style-type: none"> 1. Provide comprehensive support across various Human Resources functions, including Talent Acquisition, Compensation & Benefits, and Learning & Development 2. Assist with the daily operations of the HR department, including employee records management, data entry, and document filing 3. Provide clerical support for events and projects as assigned, ensuring timely and efficient completion 4. Provide support for various HR projects and initiatives, ensuring timely and efficient completion 5. Assist in the development and updating of HR policies and procedures
	實習日期 Internship Period	六月二日至八月三十一日 2 June to 31 August
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs
	薪酬 Remuneration	港幣\$11,000元 HKD\$11,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前就讀相關的文憑/大專/學位課程、或近期畢業 2. 具備強大的組織能力和多任務處理能力 3. 擁有優秀的書面和口頭溝通能力，包括中文及英文 4. 能夠獨立工作並且能夠融入團隊 5. 熟練使用Microsoft Office套件（Word、Excel、PowerPoint） <ol style="list-style-type: none"> 1. Currently enrolled in a relevant DSC / Associate / University degree program or recent graduate. 2. Strong organizational and multitasking skills 3. Excellent written and verbal communication skills in Chinese & English

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		4. Ability to work independently and as part of a team 5. Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
	工作經驗 Work Experiences	Microsoft 365 應用程式(如：簡報，文書處理，試算表) Microsoft 365 applications (i.e. PowerPoint, Word, Excel)
	地點 Location	灣仔 Wan Chai

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(11)	公司 / 機構名稱 Name of Company / Organization	周大福教育集團有限公司 CTF Education Group Limited
	實習職位名稱 Job Title	暑期實習生（學校領袖培訓學院） Summer Intern (School Leadership Academy)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 為管理團隊提供行政協助，確保有效率且準確地完成所有任務 2. 協助規劃和執行社區外展活動，吸引大灣區及其他地區的學校和社區團體參與相關活動 3. 支持為學生和社區成員制定和實施教育計畫和研討會 4. 起草和分發傳播材料，包括時事通訊、社群媒體貼文和促銷內容，以有效傳達我們的訊息 5. 支援活動的組織和協調，包括後勤、參與者溝通和現場協助，確保無縫執行 <ol style="list-style-type: none"> 1. Provide administrative assistance to the Management Team, ensuring all tasks are completed efficiently and accurately 2. Assist in planning and executing community outreach initiatives to engage schools in Greater Bay Area (GBA) and beyond and community groups, fostering community relationships 3. Support the development and implementation of educational programmes and workshops for students and community members 4. Draft and distribute communication materials, including newsletters, social media posts, and promotional content, to effectively convey our message 5. Support the organization and coordination of events, including logistics, participant communication, and on-site assistance, ensuring seamless execution
	實習日期 Internship Period	六月二日至八月三十一日 2 June to 31 August
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs
	薪酬 Remuneration	港幣\$11,000元 HKD\$11,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前就讀相關的文憑/大專/學位課程、或近期畢業 2. 具備強大的組織能力和多任務處理能力 3. 擁有優秀的書面和口頭溝通能力，包括中文及英文 4. 能夠獨立工作並且能夠融入團隊 5. 熟練使用Microsoft Office套件（Word、Excel、PowerPoint）

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<ol style="list-style-type: none"> 1. Currently enrolled in a relevant DSC / Associate / University degree program or recent graduate 2. Strong organizational and multitasking skills 3. Excellent written and verbal communication skills in Chinese & English 4. Ability to work independently and as part of a team 5. Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
	工作經驗 Work Experiences	Microsoft 365 應用程式（如：簡報，文書處理，試算表） Microsoft 365 applications (i.e. PowerPoint, Word, Excel)
	地點 Location	灣仔 Wan Chai

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(12)	公司 / 機構名稱 Name of Company / Organization	周大福教育集團有限公司 CTF Education Group Limited
	實習職位名稱 Job Title	暑期實習生（學校及社區聯繫） Summer Intern (Schools and Community Engagement)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 支援管理團隊處理相關行政工作 2. 協助策劃和執行社區外展活動，以吸引本地學校和社區團體參與，促進社區關係 3. 支援學生和團隊的教育計劃和工作坊的開發和實施 4. 撰寫和分發傳訊材料，包括通訊、社交媒體帖子和宣傳內容，有效傳達我們的信息 5. 協助組織和協調活動，包括物流、與參與者的溝通和現場支援，確保活動順利進行 <ol style="list-style-type: none"> 1. Provide administrative assistance to the Management Team, ensuring all tasks are completed efficiently and accurately 2. Assist in planning and executing community outreach initiatives to engage local schools and community groups, fostering community relationships 3. Support the development and implementation of educational programs and workshops for students and community members 4. Draft and distribute communication materials, including newsletters, social media posts, and promotional content, to effectively convey our message 5. Support the organization and coordination of events, including logistics, participant communication, and on-site assistance, ensuring seamless execution
	實習日期 Internship Period	六月二日至八月三十一日 2 June to 31 August
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs
	薪酬 Remuneration	港幣\$11,000元 HKD\$11,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前就讀相關的文憑/大專/學位課程、或近期畢業 2. 具備強大的組織能力和多任務處理能力 3. 擁有優秀的書面和口頭溝通能力，包括中文及英文 4. 能夠獨立工作並且能夠融入團隊 5. 熟練使用Microsoft Office套件（Word、Excel、PowerPoint） <ol style="list-style-type: none"> 1. Currently enrolled in a relevant DSC / Associate /

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<p>University degree program or recent graduate</p> <p>2. Strong organizational and multitasking skills</p> <p>3. Excellent written and verbal communication skills in Chinese & English</p> <p>4. Ability to work independently and as part of a team</p> <p>5. Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)</p>
	工作經驗 Work Experiences	<p>Microsoft 365 應用程式 (如：簡報，文書處理，試算表)</p> <p>Microsoft 365 applications (i.e. PowerPoint, Word, Excel)</p>
	地點 Location	<p>灣仔</p> <p>Wan Chai</p>

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(13)	公司 / 機構名稱 Name of Company / Organization	周大福教育集團有限公司 CTF Education Group Limited
	實習職位名稱 Job Title	暑期實習生（維多利亞教育機構中央部門） Summer Intern (VEO - Central Session)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 全面了解幼稚園的日常運作和行政部門的支援工作 2. 協助VEO中央部門和團隊處理日常文書工作，包括歸檔、數據輸入和文件管理 3. 為採購和其他中央部門的項目提供支持，確保及時高效地完成 4. 與內部團隊合作，滿足各部門的需求，並促進積極的工作環境 5. 撰寫雙語新聞稿和社交媒體帖子，以推廣幼稚園的活動 <ol style="list-style-type: none"> 1. Gain a comprehensive understanding of the daily operations and administrative functions of the kindergarten 2. Assist the VEO central section and team with daily clerical tasks, including filing, data entry, and document management 3. Provide support for procurement and other central section projects as assigned, ensuring timely and efficient completion 4. Collaborate with the internal team to address teammates' needs and contribute to a positive work environment 5. Draft bilingual press releases and social media posts to promote the kindergarten's activities and events
	實習日期 Internship Period	六月二日至八月三十一日 2 June to 31 August
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs
	薪酬 Remuneration	港幣\$11,000元 HKD\$11,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 目前就讀相關的文憑/大專/學位課程、或近期畢業 2. 具備強大的組織能力和多任務處理能力 3. 擁有優秀的書面和口頭溝通能力，包括中文及英文 4. 能夠獨立工作並且能夠融入團隊 5. 熟練使用Microsoft Office套件（Word、Excel、PowerPoint） <ol style="list-style-type: none"> 1. Currently enrolled in a relevant DSC / Associate / University degree program or recent graduate. 2. Strong organizational and multitasking skills 3. Excellent written and verbal communication skills in Chinese & English

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		4. Ability to work independently and as part of a team 5. Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
	工作經驗 Work Experiences	Microsoft 365 應用程式（如：簡報，文書處理，試算表） Microsoft 365 applications (i.e. PowerPoint, Word, Excel)
	地點 Location	灣仔 Wan Chai

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(14)	公司 / 機構名稱 Name of Company / Organization	周大福創建有限公司 CTF Services Limited
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 為日常營運和所屬團隊提供行政支援。協助準備主管指定的特定項目的物資 2. 在辦公室工作，了解業務運作並向經理和高階主管學習 3. 透過參與實地考察、志工服務等各種學習經歷，開拓視野，發展專業技能 <ol style="list-style-type: none"> 1. Contribute to the daily operations and provide administrative support to the attached team. Assist in preparing materials for specific projects as assigned by supervisors 2. Work in office and understand the operations of business and learn from the managers and senior executives 3. Widen your horizon and develop your professional skills through various learning experiences including participating in site visit and volunteering service
	實習日期 Internship Period	六月二日至六月二十七日 2 to 27 June
	工作時間 Working Hour	上午時九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$8,000元 HKD\$8,000 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 有強烈意願獲得實際工作經驗的大學生（三年級或以上） 2. 良好的團隊合作精神，具備強大的溝通與組織能力 3. 充滿熱情並積極主動地透過不同的項目或舉措進行學習 4. 熟練Word、Excel、PowerPoint等電腦應用軟體 <ol style="list-style-type: none"> 1. University students (year 3 or above) who have a strong desire to gain practical work experience 2. Good team players with strong communication and organizational skills 3. Passionate and proactive to learn through different projects or initiatives 4. Proficient in computer applications including Word,

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		Excel and PowerPoint
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	長沙灣 Cheung Sha Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(15)	公司 / 機構名稱 Name of Company / Organization	神行速運有限公司 Eurus Express Limited
	實習職位名稱 Job Title	物流文員 Operation Clerk
	職責 Job Duties	1. 協助營運團隊進行日常辦公室工作，必要時需使用電腦系統 2. 文件檢查和歸檔 1. Assisting the operation team in its day-to-day office work, using the computer system when necessary 2. Checking and filing of documentation
	實習日期 Internship Period	七月至八月 July to August
	工作時間 Working Hour	上午九時至下午八時 09:00 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$8,250元 HKD\$8,250 per month
	入職條件 Entry Requirements	具備基本電腦知識 Basic computer knowledge
	工作經驗 Work Experiences	有處理一般文件經驗 Having some experience in handling general documentation
	地點 Location	荃灣 Tsuen Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(16)	公司 / 機構名稱 Name of Company / Organization	四方精創資訊(香港)有限公司 Forms Syntron Information (HK) Limited
	實習職位名稱 Job Title	金融科技實習生 Fintech Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 產品管理：設計、開發和管理創新的金融產品和服務 2. 數據分析：分析財務數據以識別趨勢、改善使用者體驗並推動業務決策 3. 軟體開發：建構和維護金融平台、應用程式和系統 4. 合規與風險管理：確保遵守金融法規並管理與金融科技產品相關的風險 5. 客戶支援：協助客戶使用金融科技產品、解決問題並提供支援 6. 行銷與銷售：推廣金融科技產品，獲取客戶，推動營收成長 <ol style="list-style-type: none"> 1. Product Management: Designing, developing, and managing innovative financial products and services 2. Data Analysis: Analyzing financial data to identify trends, improve user experience, and drive business decisions 3. Software Development: Building and maintaining financial platforms, applications, and systems 4. Compliance and Risk Management: Ensuring adherence to financial regulations and managing risks associated with fintech products 5. Customer Support: Assisting customers with fintech products, troubleshooting issues, and providing support 6. Marketing and Sales: Promoting fintech products, acquiring customers, and driving revenue growth
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	上午九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$8,800元 HKD\$8,800 per
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 技術能力：對程式語言（例如Python、Java）有基本的了解，熟悉軟體開發，了解資料分析工具 2. 財務敏銳度：了解財務原則、市場和工具。會計和財務建模的基礎知識 3. 解決問題與創新：批判性思考、解決複雜問題和創新解決方案的能力 4. 以客為本的心態：強大的溝通能力、同理心以及

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<p>理解和滿足客戶需求的能力</p> <p>5. 人脈與協作：能夠在團隊中工作、與同事合作並建立專業關係</p> <p>1. Technical Proficiency: Basic understanding of programming languages (e.g., Python, Java), familiarity with software development, and knowledge of data analysis tools</p> <p>2. Financial Acumen: Understanding of financial principles, markets, and instruments. Basic knowledge of accounting and financial modeling</p> <p>3. Problem-Solving and Innovation: Ability to think critically, solve complex problems, and innovate new solutions</p> <p>4. Customer-Centric Mindset: Strong communication skills, empathy, and ability to understand and address customer needs</p> <p>5. Networking and Collaboration : Ability to work well in teams, collaborate with colleagues, and build professional relationships</p>
	工作經驗 Work Experiences	<p>不需要</p> <p>Not Required</p>
	地點 Location	<p>香港</p> <p>Hong Kong</p>

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(17)	公司 / 機構名稱 Name of Company / Organization	大灣區共同家園青年公益基金會有限公司 Greater Bay Area Homeland Youth Community Foundation Limited
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助跟進基金項目 2. 協助籌辦基金活動 3. 協助推廣大灣區及基金項目，包括編寫宣傳材料，如：社交媒體帖文、電子通訊等 4. 協助撰寫文案和翻譯工作 5. 協助資料輸入，研究和分析 <ol style="list-style-type: none"> 1. Assist in follow-up the Foundation's projects 2. Assist in organising events and activities 3. Support the promotion of the Greater Bay Area and Foundation's programmes, including preparation of external communications materials, such as: social media post, newsletter etc. 4. Assist in handling copywriting and translation work 5. Assist in data entry, research and analysis
	實習日期 Internship Period	為期四星期至六星期 時段1：五月至六月或 時段2：七月至八月 4 to 6 weeks Period 1: May to June; or Period 2: July to August
	工作時間 Working Hour	星期一至五，上午九時至下午六時（上午十二時半至一時半為午餐時段） Monday to Friday, 09:00 to 18:00 hrs. (12:30 to 13:30 hrs. lunch hour)
	薪酬 Remuneration	每周工作五天，每天八小時，每天薪金為港幣370元 5 days per week, 8 hours a day, HKD\$370 per day
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 就讀大學二年級或以上全日制學生 2. 熟悉電腦應用軟件,包括Microsoft Office 3. 良好兩文三語能力 <ol style="list-style-type: none"> 1. Full - time students studying in the second year of university or above 2. Familiar with computer application software, including Microsoft Office 3. Excellent command of spoken and written English and Chinese (Including Putonghua)

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

	工作經驗 Work Experiences	籌辦活動經驗 Experience in organising activities
	地點 Location	上環 Sheung Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(18)	公司 / 機構名稱 Name of Company / Organization	廣東理文造紙有限公司 Guangdong Lee & Man Paper Mfg. Ltd.
	實習職位名稱 Job Title	行政助理 Administrative Assistant
	職責 Job Duties	1. 預定機票並月底對賬 2. 組織會議並做好會議記錄 3. 領導安排的臨時性突發工作 1. Air ticket purchasing and confirmation 2. Organize meetings and meeting minutes 3. Temporary work arranged by supervisor
	實習日期 Internship Period	六月至八月（實習期為四至八星期，根據實習生實際時間調整） June and August (4 to 8 weeks, adjust according to the actual time of the intern)
	工作時間 Working Hour	上午八時半至五時半 08:30 to 17:30 hrs.
	薪酬 Remuneration	實習期無薪酬，提供免費食宿及週末往返香港通勤車輦 No salary. Free meals, accommodation and weekend transportation to be provided.
	入職條件 Entry Requirements	1. 教育程度：大專或以上 2. 學科：行政管理 3. 技能：熟練使用辦公軟體，責任心強 1. Education level: college or above 2. Discipline: Administrative Management 3. Skills: Proficient in office software; strong sense of responsibility
	工作經驗 Work Experiences	一年以上，能力優者可接受應屆畢業生 Over 1 year. Fresh graduates with excellent abilities can be accepted
	地點 Location	廣東 Guangdong

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(19)	公司 / 機構名稱 Name of Company / Organization	廣東理文造紙有限公司 Guangdong Lee & Man Paper Mfg. Ltd
	實習職位名稱 Job Title	物流部助理 Logistics Assistant
	職責 Job Duties	1.進/出口貨物物流全流程跟進 2.物流成本分析及管理 3.物流服務供應商管理及關係維護 1. Follow up on import / export duties 2. Analyze logistics cost 3. Logistics supplier maintenance
	實習日期 Internship Period	六月至八月（實習期為四至八星期，根據實習生實際時間調整） June and August (4 to 8 weeks, adjust according to the actual time of the intern)
	工作時間 Working Hour	上午八時半至五時半 08:30 to 17:30 hrs.
	薪酬 Remuneration	實習期無薪酬，提供免費食宿及週末往返香港通勤車 No salary. Free meals, accommodation and weekend transportation to be provided.
	入職條件 Entry Requirements	1. 大專或以上程度，國際貿易或物流專業優先 2. 熟練普通話、廣東話、英文 3. 熟練操作辦公軟體 4. 良好的溝通和團隊協作能力 1. Post-secondary education or above majoring in international trade or logistics is preferred 2. Familiar with Putonghua, Cantonese and English 3. Familiar with office software 4. Good communication skills and a team player
	工作經驗 Work Experiences	行業：貨代，船公司/船代，報關行，運輸公司，集裝箱碼頭 Industry：freight forwarding, shipping, customs broker, logistics and container terminals
	地點 Location	廣東 Guangdong

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(20)	公司 / 機構名稱 Name of Company / Organization	廣東理文造紙有限公司 Guangdong Lee & Man Paper Mfg.Ltd
	實習職位名稱 Job Title	採購助理 Procurement Assistant
	職責 Job Duties	1. 確認使用需求，物料特性、功能、使用的認知 2. 供應商的尋找、辨識、議價、確立 3. 物料購買過程（下單、追貨、到貨、入倉、付款） 1. Understanding current usage of materials and their characteristics, functions, and usage 2. Supplier searching, identification, negotiation, and establishment 3. Material purchase process (placing orders, tracking, arrival, warehousing, payment)
	實習日期 Internship Period	六月至八月（實習期為四至八星期，根據實習生實際時間調整） June and August (4 to 8 weeks, adjust according to the actual time of the intern)
	工作時間 Working Hour	上午八時半至五時半 08:30 to 17:30 hrs.
	薪酬 Remuneration	實習期無薪酬，提供免費食宿及週末往返香港通勤車輛 No salary. Free meals, accommodation and weekend transportation to be provided.
	入職條件 Entry Requirements	1. 大專或以上 2. 具有良好的溝通能力 3. 能用普通話、粵語/英文交流 4. 化學、機械專業優先 1. College or above 2. Good communication skills 3. Able to communicate in Mandarin / Cantonese and English 4. Major in chemistry or mechanical engineering is preferred
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	廣東 Guangdong

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(21)	公司 / 機構名稱 Name of Company / Organization	廣東理文造紙有限公司 Guangdong Lee & Man Paper Mfg.Ltd
	實習職位名稱 Job Title	外廢採購助理 Procurement Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 每日製作並發送廢紙日常報表 2. 處理廢紙採購訂單，開訂單，發送訂單，及在系統中上傳資料 3. 日常系統維護（ETS） <ol style="list-style-type: none"> 1. Prepare and send waste paper daily report 2. Processed waste paper purchase orders, issued orders, sent orders, and uploaded data in the system 3. Routine System Maintenance (ETS)
	實習日期 Internship Period	六月至八月（實習期為四至八星期，根據實習生實際時間調整） June and August (4 to 8 weeks, adjust according to the actual time of the intern)
	工作時間 Working Hour	上午八時半至五時半 08:30 to 17:30 hrs.
	薪酬 Remuneration	實習期無薪酬，提供免費食宿及週末往返香港通勤車 No salary. Free meals, accommodation and weekend transportation to be provided.
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 大專或以上 2. 電腦軟件操作熟練 3. 英文聽說讀寫熟練 <ol style="list-style-type: none"> 1. College Diploma or above 2. Proficient in computer software 3. Proficient in English listening, speaking, reading and writing
	工作經驗 Work Experiences	主修商科或CET - 6優先考慮 Business major or CET - 6 is preferred
	地點 Location	廣東 Guangdong

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(22)	公司 / 機構名稱 Name of Company / Organization	廣東理文造紙有限公司 Guangdong Lee & Man Paper Mfg.Ltd
	實習職位名稱 Job Title	銷售部客服助理 Customer Service Assistant - Sales Department
	職責 Job Duties	<ol style="list-style-type: none"> 1. 紙樣收集、分析、歸檔 2. 相關報表製作、數據反饋 3. 客訴文件接收現場核實，協助客服經理落實組內工作地開展 <ol style="list-style-type: none"> 1. Product sampling and analysis 2. Reports preparation and feedback 3. Handling of CS documents and investigation; Assist CS Manager.
	實習日期 Internship Period	六月至八月（實習期為四至八星期，根據實習生實際時間調整） June and August (4 to 8 weeks, adjust according to the actual time of the intern)
	工作時間 Working Hour	上午八時半至五時半 08:30 to 17:30 hrs.
	薪酬 Remuneration	實習期無薪酬，提供免費食宿及週末往返香港通勤車輛 No salary. Free meals, accommodation and weekend transportation to be provided.
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 教育程度：大專或以上 2. 語種：廣東話/普通話 3. 技能：具備電腦操作，表格製作 <ol style="list-style-type: none"> 1. Education: Diploma or above 2. Language: Putonghua / Cantonese 3. Skills: Familiar with computer operations, excel reports making
	工作經驗 Work Experiences	文職方面的工作經驗，具備良好的溝通協調及寫作能力 Clerical work experience; Good communication and writing skills
	地點 Location	廣東 Guangdong

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(23)	公司 / 機構名稱 Name of Company / Organization	阪急阪神國際貨運（香港）有限公司 Hankyu Hanshin Express (HK) LTD.
	實習職位名稱 Job Title	暑期實習生（空運出口部） Summer Intern - Air Export Division
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助日常營運工作 2. 開立發票，日常航班檢查及備案 3. 準備並更新相關文件 4. 參觀倉庫/碼頭 5. 任何臨時分配的工作 <ol style="list-style-type: none"> 1. Assist in daily operations job 2. Issue invoice, daily flight checking and filing 3. Prepare and update relevant documentations 4. Visit warehouse / terminal 5. Any ad-hoc assignments which assigned
	實習日期 Internship Period	最早開始日期為五月底，為期五十九天 Earliest available date: Late May 2025 for a period of 59 days
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$8,500元 HKD\$8,500 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 修讀供應鏈或物流相關學科學士或副學位課程的全日制學生 2. 良好的人際溝通能力 3. 良好的英語及粵語水平 4. 具備良好電腦知識 <ol style="list-style-type: none"> 1. Full-time local students undertaking undergraduate or sub-degree programs in respect of supply chain or logistics-related discipline 2. Good interpersonal communication 3. Good in English and Cantonese 4. Competence of IT
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	青衣 Tsing Yi

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(24)	公司 / 機構名稱 Name of Company / Organization	阪急阪神國際貨運（香港）有限公司 Hankyu Hanshin Express (HK) LTD.
	實習職位名稱 Job Title	暑期實習生（海運部） Summer Intern - Sea Freight Division
	職責 Job Duties	<ol style="list-style-type: none"> 1. 執行及監控進度以支援部門措施 2. 進行深入的市場研究和分析，以支援正在進行的專案 3. 積極參與及支持團隊的報告 4. 在期限內完成分配的任務和項目，確保按時交付 <ol style="list-style-type: none"> 1. Support departmental initiatives through effective execution and progress monitoring 2. Conduct in-depth market research and analysis to support ongoing projects 3. Participate actively in the preparation of reports and support team presentations 4. Complete assigned tasks and projects within established deadlines to ensure timely delivery
	實習日期 Internship Period	最早開始日期為六月頭，為期五十九天 Earliest available date: Early June 2025 for a period of 59 days
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$8,500元 HKD\$8,500 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 正在修讀航運或物流科大學生 2. 勇於提問及分享想法 3. 熟練MS Office 操作 4. 良好的中、英語書面和口語能力 <ol style="list-style-type: none"> 1. University student with major shipping / logistics. 2. Capable of voicing opinions, asking questions, and sharing ideas. 3. Proficiency in MS office 4. Proficiency in written and spoken English and Chinese
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	青衣 Tsing Yi

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(25)	公司 / 機構名稱 Name of Company / Organization	香港旺角希爾頓花園酒店 Hilton Garden Inn Hong Kong Mongkok
	實習職位名稱 Job Title	暑期實習生（顧客服務專員） Summer Intern - Guest Service Agent
	職責 Job Duties	<ol style="list-style-type: none"> 1. 成為HGI Brighthearted Services的形像大使，為酒店客人提供全套前台服務 2. 確保客人享受到及時、有禮貌的入住和退房服務 3. 安全、可靠地處理和記錄客人的行李 4. 提供優質服務，處理客人的詢問 5. 向客人宣傳希爾頓榮譽客會會員計劃 <ol style="list-style-type: none"> 1. Be an ambassador of HGI Brighthearted Services to deliver full set front desk service to hotel guests 2. Ensure room guests to have prompt and courteous check in and check out services 3. Handles and record guests' luggage in a safe and secure manner 4. Provide quality services and handle guests' inquiries 5. Promote Hilton Honors Membership Program to guest
	實習日期 Internship Period	六月至八月（當中連續兩個月） June and August (Any consecutive 2 months available)
	工作時間 Working Hour	上午七時半至下午五時或上午十一時至下午八時半或下午二時半至午夜十二時 07:30 - 17:00 hrs. or 11:00 - 20:30 hrs. or 14:30 - 00:00 hrs.
	薪酬 Remuneration	面議 Negotiable
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 就讀中或持有酒店管理、旅遊或相關文憑 2. 中級的英語和中文書寫，及口語能力。懂國語優先 <ol style="list-style-type: none"> 1. Studying or Diploma holder in Hospitality Management, Tourism or relevant disciplines 2. Intermediate in written and spoken English and Chinese. Knowledge of Putonghua would be an advantage
	工作經驗 Work Experiences	客戶服務 Guest Service
	地點 Location	旺角 Mong Kok

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(26)	公司 / 機構名稱 Name of Company / Organization	香港房屋協會 Hong Kong Housing Society
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 由六月十六日至八月八日為期八週的實習 2. 需參加迎新會以了解房協的業務及政策 3. 需參予在職培訓以獲取經驗 4. 為部門作做出貢獻和有意義的影響 5. 有機會與我們具才能的團隊合作，以處理各種專案和臨時職責，能讓您展現您的創造力和解決問題的能力 6. 從經驗豐富的導師獲得寶貴的職業建議，以支持您的職業發展 7. 參加能提升您的工作技能和知識而量身定制的研討會或計畫 8. 業務職能 9. 房地產開發 10. 物業管理 11. 社會及老年健康 12. 其他公司職能，如財務、人力資源等 <ol style="list-style-type: none"> 1. An 8-week programme from 16 June to 8 August 2025 2. Attending orientation sessions and tour visits to understand the Housing Society's businesses and policies 3. Gaining solid experience through on-the-job training in one of our core business divisions / sections 4. Contributing to our business operations and making a meaningful impact 5. Opportunity to collaborate with our talented team members on various projects and ad hoc duties, allowing you to showcase your creativity and problem-solving abilities 6. Receiving valuable career advice from experienced mentors to support your professional growth 7. Participating in workshops and or projects tailored to enhance your job-specific skills and knowledge 8. Business Functions 9. Property Development 10. Property Management 11. Social & Elderly Wellness

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		12. Other corporate functions, e.g. Finance, Human Resources, etc
實習日期 Internship Period		六月十六日至八月八日，為期八週 16 June to 8 August, (8 Weeks)
工作時間 Working Hour		上午八時半至下午五時半 08:30 to 17:30 hrs.
薪酬 Remuneration		港幣\$10,500元 HKD\$10,500
入職條件 Entry Requirements		<ol style="list-style-type: none"> 1. 任何科系二年級或以上的大學生 2. 有上進心，個性外向，活力充沛，學習能力強 3. 優秀的溝通和人際關係技能 4. 流利的中英文口說和書寫能力 5. 熟練 MS Windows 應用程序，包括 Excel、Word、PowerPoint 和中文文字處理 6. 熱衷於房地產發展 <ol style="list-style-type: none"> 1. University students in Year 2 or above in any discipline 2. Self-motivated, outgoing, energetic, and quick to learn 3. Excellent communication and interpersonal skills 4. Fluency in spoken and written English and Chinese 5. Proficiency in MS Windows applications, including Excel, Word, PowerPoint, and Chinese word processing 6. Passionate about developing a career in the property and housing industry
工作經驗 Work Experiences		具物業管理或房屋相關經驗 Property Management or housing-related experience
地點 Location		各地區 Any District

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(27)	公司 / 機構名稱 Name of Company / Organization	香港話劇團有限公司 Hong Kong Repertory Theatre Limited
	實習職位名稱 Job Title	暑期實習生（財務及行政部） Summer Intern (Finance and Administration)
	職責 Job Duties	1. 協助處理一般辦公室行政及人事工作 2. 支援公司財務及行政部的文書工作 1. To assist in the office administrative work and personnel matters 2. To provide clerical support to the Finance and Administration Department of the Company
	實習日期 Internship Period	四至八星期（由六月初至八月尾期間） 4 to 8 weeks (Within Early June to late August)
	工作時間 Working Hour	上午九時半至下午六時十五分 09:30 to 18:15 hrs.
	薪酬 Remuneration	港幣\$9,000元 HKD\$9,000
	入職條件 Entry Requirements	懂MS Office 操作及中文輸入法。 Proficiency in MS office applications and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	上環 Sheung Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(28)	公司 / 機構名稱 Name of Company / Organization	香港話劇團有限公司 Hong Kong Repertory Theatre Limited
	實習職位名稱 Job Title	暑期實習生（市務部） Summer Intern (Marketing & Development)
	職責 Job Duties	1. 支援公司市務部的行政工作 2. 協助整理數碼檔案系統 1. To provide administrative support for the Marketing and Development Department of the Company 2. To assist in the digital archive system
	實習日期 Internship Period	四至八星期（由六月初至八月尾期間） 4 to 8 weeks (Within Early June to late August)
	工作時間 Working Hour	上午九時半至下午六時十五分 須輪班及不定時工作，或須在星期六、日及或公眾假期當值 09:30 to 18:15 hrs. Required to work on shift and irregular hours or on duty on Saturday, Sunday and public holidays
	薪酬 Remuneration	港幣\$9,000元 HKD\$9,000
	入職條件 Entry Requirements	懂MS Office 操作及中文輸入法 熟悉設計軟件者(Photoshop及Adobe Illustrator)可獲優先考慮 Proficiency in MS office applications and Chinese word processing Knowledge in Photoshop and Adobe Illustrator will be an asset
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	上環和演出場地 Sheung Wan and Any performance venue

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(29)	公司 / 機構名稱 Name of Company / Organization	香港話劇團有限公司 Hong Kong Repertory Theatre Limited
	實習職位名稱 Job Title	暑期實習生（外展及教育部） Summer Intern (Outreach and Education)
	職責 Job Duties	1. 協助課程或活動接待工作、回答課程或活動查詢 2. 協助推行相關戲劇教育課程 / 活動 1. To assist in the coordination, preparation and execution of outreach and educational programmes 2. To handle correspondences, maintain files, answer programme enquires and perform liaison work with students and parents of the drama courses and activities
	實習日期 Internship Period	四至八星期（由六月初至八月尾期間） 4 to 8 weeks (Within Early June to late August)
	工作時間 Working Hour	上午九時半至下午六時十五分 須不定時工作，或須在星期六、日及或公眾假期當值 09:30 to 18:15 hrs. Required to work irregular hours or on duty on Saturday, Sunday and public holidays
	薪酬 Remuneration	港幣\$9,000元 HKD\$9,000
	入職條件 Entry Requirements	1. 喜歡與兒童接觸或有相關工作經驗優先考慮 2. 有愛心、有耐心、有責任感、主動 3. 良好的人際溝通能力 4. 有禮貌、做事主動、細心及有責任感 5. 需不定時工作（包括周末、周日及公眾假期） 6. 良好電腦知識和操作技巧，諳熟中文輸入法 1. Experience of childhood education is preferred 2. Caring, patient, responsible and initiative 3. Good interpersonal skills 4. Required to work irregular hours 5. Required to work on Saturdays and Sundays 6. Proficiency in MS office applications and Chinese word processing
	工作經驗 Work Experiences	有兒童教育經驗者優先考慮 Experience of childhood education is preferred
	地點 Location	佐敦或其他排練和演出場地 Jordan or other rehearsal and performance venues

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(30)	公司 / 機構名稱 Name of Company / Organization	香港話劇團有限公司 Hong Kong Repertory Theatre Limited
	實習職位名稱 Job Title	暑期實習生 (節目部) Summer Intern (Programme)
	職責 Job Duties	支援公司節目部的文書工作 To provide administrative support for the Programme Department
	實習日期 Internship Period	四至八星期 (由六月初至八月尾期間) 4 to 8 weeks (Within Early June to late August)
	工作時間 Working Hour	上午九時半至下午六時十五分 須輪班及不定時工作，或須在星期六、日及或公眾假期當值 09:30 to 18:15 hrs. Required to work on shift and irregular hours or on duty on Saturday, Sunday and public holidays
	薪酬 Remuneration	港幣\$9,000元 HKD\$9,000
	入職條件 Entry Requirements	懂MS Office 操作及中文輸入法 Proficiency in MS office applications and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	上環/演出場地 Sheung Wan or other performance venues

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(31)	公司 / 機構名稱 Name of Company / Organization	國際版權保護協會（大中華區）有限公司 International Federation Against Copyright Theft (Greater China) Ltd
	實習職位名稱 Job Title	行政助理 Administrative Assistant
	職責 Job Duties	文書及行政工作 Clerical and admin work
	實習日期 Internship Period	六月至八月期間（共四星期） Between June to August (4 weeks)
	工作時間 Working Hour	星期一至五，上午九時半至下午五時 Monday to Friday, 09:30 to 17:00 hrs
	薪酬 Remuneration	港幣\$8,000元 HKD\$8,000
	入職條件 Entry Requirements	不需要 Not Required
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	新蒲崗 San Po Kong

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(32)	公司 / 機構名稱 Name of Company / Organization	Louis Vuitton Pacific Limited
	實習職位名稱 Job Title	實習生（知識產權） Intellectual Property Intern
	職責 Job Duties	<ol style="list-style-type: none"> 協助完成亞太地區知識產權部門與知識產權有關的日常工作 實習生或須在其他部門工作數天，包括人力資源、資訊系統及科技、供應鏈、門市等 <ol style="list-style-type: none"> Assist in the daily IP related activities of the Asia Pacific Intellectual Property team Interns may also be requested to spend a few days in other departments of the company (Such as HR, IS&T, Supply Chain, Stores, etc)
	實習日期 Internship Period	六月中至九月一日期限 Mid - June to 1 Sep
	工作時間 Working Hour	正常工作時間 Standard working hours
	薪酬 Remuneration	時薪港幣\$100元（根據實際情況議定） HKD\$100 per hour (To be discussed and reviewed with Prospective intern)
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 仍在修讀大學的學生或大學畢業生 精通中英文 精通電腦 <ol style="list-style-type: none"> Undergoing University education or University graduate Proficiency in Chinese and English languages Computer proficient
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	鰂魚涌 Quarry Bay

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(33)	公司 / 機構名稱 Name of Company / Organization	物流及供應鏈多元技術研發中心有限公司 Logistics And Supply Chain Multitech R&D Centre Limited
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	1. 支援日常行政工作 2. 支援項目的執行工序及臨時分配的工作 3. 主要工作地點: LSCM數碼港辦公室/科學園辦公室 1. To support daily administrative work 2. To support the execution of projects and ad hoc duties 3. Work location: LSCM Cyberport Office / Science Park Office
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	星期一至五，上午九時至下午六時 Monday to Friday, 09:00 to 18:00 hrs.
	薪酬 Remuneration	港幣\$12,000元 HKD\$12,000
	入職條件 Entry Requirements	資訊科技或商業相關學系的本科生 Undergraduate in IT or Business-related disciplines
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	數碼港/香港科學園區辦事處 Cyberport / Hong Kong Science Park Office

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(34)	公司 / 機構名稱 Name of Company / Organization	立法會議員容海恩議員辦事處 Office of Hon Eunice Yung, Legislative Councillor
	實習職位名稱 Job Title	議員助理 Legislative Assistant
	職責 Job Duties	1. 協助議員辦公室的日常運作 2. 議員指定的任何其他職責 1. Assist in the daily operation of member's office 2. Any other duties as assigned by the member
	實習日期 Internship Period	七月一至八月三十一日 1 July to 31 August
	工作時間 Working Hour	上午十時半至下午五時 10:00 to 17:00 hrs.
	薪酬 Remuneration	港幣\$10,000元 HKD\$10,000
	入職條件 Entry Requirements	大學程度 (法律系學生優先) A Bachelor's degree, preferably in Law
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	中環 Central

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(35)	公司 / 機構名稱 Name of Company / Organization	立法會江玉歡議員辦事處 Office of Hon Kong Yuk Foon Doreen, Legislative Councillor
	實習職位名稱 Job Title	議員實習生 Legislative Intern
	職責 Job Duties	1. 協助進行資料搜集及政策研究 2. 協助預備各種文稿專案 3. 處理公眾查詢投訴及個案 1. Assist in conducting specific and other various research assignments 2. Assist the Team in managing other projects 3. Dealing with public enquiries and complaints
	實習日期 Internship Period	六月至八月（四至八星期，可議） June and August (4 to 8 weeks, negotiable)
	工作時間 Working Hour	上午十時至下午六時（一小時午飯） 10:00 to 18:00 hrs. (1hour lunch time)
	薪酬 Remuneration	港幣\$11,200元 HKD\$11,200
	入職條件 Entry Requirements	1. 大學或以上程度，學科不拘，主修政治及公共行政、社會科學、法律、新聞及傳播等較佳 2. 熟悉社會時事及公共政策，關心社會發展 3. 擅長團隊溝通合作，主動積極，能獨立完成工作 4. 良好的中、英語書面和口語能力 1. University degree or above, majoring in Political Science and Public Administration, Social Sciences, Law, Journalism and Communication is preferred 2. Interested in social issues and public policies 3. Excellent at team collaboration, proactive, and able to work independently 4. Good command of written and spoken English. Mandarin is an advantage
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	金鐘 Admiralty

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(36)	公司 / 機構名稱 Name of Company / Organization	立法會林素蔚議員辦事處 Office of Hon Lam So Wai Connie, Legislative Councillor
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	1. 處理文書 2. 設計工作 3. 協助活動及街站 1. Clerical work 2. Design-related tasks 3. Assist in activities and street booths
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	面議 Negotiable
	薪酬 Remuneration	面議 Negotiable
	入職條件 Entry Requirements	1. 目前就讀文憑/大專/學位課程 2. 良好中英書寫及溝通能力 3. 熟悉MS Office及中英文輸入 1. Currently enrolled in a DSC / Associate / University degree program 2. Good writing and communication skills in Chinese and English 3. Proficient in MS Office and Chinese and English input
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	將軍澳及馬鞍山 Tseung Kwan O and Ma On Shan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(37)	公司 / 機構名稱 Name of Company / Organization	立法會陳仲尼議員辦事處 Office of Hon Rock Chen Chung Nin, Legislative Councillor
	實習職位名稱 Job Title	議員助理 Legislative Assistant
	職責 Job Duties	1. 研究及資料搜集 2. 傳媒聯絡活動 3. 文書工作 4. 協助處理及跟進投訴個案 5. 任何其他附帶職務 1. Research and database 2. Media Liaison Activities 3. Origami work 4. Assist in processing and voting appeals 5. Any other personal duties
	實習日期 Internship Period	六月至七月 June and July
	工作時間 Working Hour	上午九時半至下午六時半 09:30 to 18:30 hrs.
	薪酬 Remuneration	港幣\$8,000至\$9,000元 HKD\$8,000 to \$9,000
	入職條件 Entry Requirements	1. 良好中英書寫及溝通能力 2. 熟悉MS Office及中英文輸入 1. Good writing and communication skills in Chinese and English 2. Familiar with MS Office, Chinese and English input
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	金鐘 Admiralty

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(38)	公司 / 機構名稱 Name of Company / Organization	萬晨大律師事務所 Pantheon Chambers
	實習職位名稱 Job Title	法律暑期實習生 Legal Summer Internship / Summer Mini-pupillage
	職責 Job Duties	1. 進行法律上的資料搜集 2. 閱讀法律文件 3. 出席與客人的會議和聆訴並做筆記 4. 草擬法律文件 1. Conducting legal research 2. Reading legal documents 3. Taking notes and attending clients' meetings & court hearings 4. Drafting legal documents
	實習日期 Internship Period	六月至八月（任何二至四週，申請人可以於履歷/求職信中列明） June and August (Any 2 to 4 weeks, applicants may express their preferred period in their resume / cover letter)
	工作時間 Working Hour	星期一至五，上午九時半至下午六時（彈性上班時間） Monday to Friday, 09:30 to 18:00 hrs. (Flexible)
	薪酬 Remuneration	不適用（或會提供膳食津貼） N / A (Meal allowance may be provided occasionally)
	入職條件 Entry Requirements	正在修讀法律系的學生（包括所有LLB、JD和PCLL） All years of law students (Including all students from LLB, JD and PCLL)
	工作經驗 Work Experiences	優先考慮任何有法律經驗的人（任何在律師事務所/大律師事務所的相關工作經驗均可） Priority to anyone with legal experience (Any previous work experience in law firms / chambers is preferable)
	地點 Location	金鐘 Admiralty

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(39)	公司 / 機構名稱 Name of Company / Organization	廣州桃花島電商諮詢有限公司 Peach Blossom Island E-Commerce Limited
	實習職位名稱 Job Title	營運助理 Operation Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 結合對電商直播生態、市場營銷的理解，深度參與業務執行 2. 協助部門進行信息梳理、項目跟進及其他日常運營 3. 協辦上級領導交代的工作任務 <ol style="list-style-type: none"> 1. Leveraging an understanding of the e-commerce live streaming ecosystem and marketing, deeply engage in business execution 2. Assist the department in information organization, project follow-up, and other daily operational tasks 3. Assist in completing work assignments delegated by superiors
	實習日期 Internship Period	六月至八月 June and August
	工作時間 Working Hour	上午九時至下午六時半（大型活動或其他活動期間，將視實際情況安排工作時間） 09:00 to 18:30 hrs. (During large-scale events or other activities, working hours will be arranged based on actual conditions)
	薪酬 Remuneration	無薪酬 No Salary
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 熟悉使用攝影設備，或懂運用PS、PR、公眾號等媒體運營技能加分 2. 擁有良好的溝通能力及表達能力 3. 具備團隊合作精神，有責任心，細心靠譜 <ol style="list-style-type: none"> 1. Additional qualifications include proficiency in using photographic equipment or media operation skills such as PS, PR, and official account management; possessing 2. Excellent communication and expression abilities 3. Demonstrating a strong sense of teamwork, responsibility, meticulousness, and reliability
	工作經驗 Work Experiences	熟悉主流平臺的營運手法，擁有電商直播相關工作經驗 Familiar with the operational strategies of mainstream platforms and possessing relevant work experience in e-commerce live streaming

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

	地點 Location	廣州 Guangzhou
--	------------------------------	-----------------

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(40)	公司 / 機構名稱 Name of Company / Organization	韋意環球顧問有限公司 Plus One Global Consulting Limited
	實習職位名稱 Job Title	暑期實習生（諮詢） Summer Intern (Consulting Stream)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助航空貨運安全和危險品法規 (DGR) 的行業研究/諮詢項目 2. 協助開發培訓材料，即空運貨物安全、危險品 3. 協助開發數字營銷，用於合規諮詢項目和培訓服務，包括數字平台上的文本、圖像和視頻 <ol style="list-style-type: none"> 1. Assist in Industrial research / consultancy projects on Air Cargo Security and Dangerous Goods Regulations (DGR) 2. Assist in developing training materials i.e. air cargo security, dangerous goods 3. Assist in developing digital marketing, for compliance consulting projects and training services, including text, image & videos on digital platforms
	實習日期 Internship Period	六月至八月（八星期） June and August (8 weeks)
	工作時間 Working Hour	上午九時半至下午六時 09:30 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$10,000至11,500元 HKD\$10,000 to 11,500 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 工商管理學士、市場營銷、信息技術、運營管理或供應鏈/物流專業或相關學科的學位/文憑（1、2、3 或 4 年級）學生 2. 對探索航空貨運/物流行業有強烈的熱情和熱忱 3. 富有創造力、精通數字技術、注重細節、積極主動且學習敏捷 4. 良好的分析、溝通和人際交往能力 5. 優秀的英語和中文書面和口語 <ol style="list-style-type: none"> 1. Degree / Diploma (Year 1, 2, 3 or 4) student in on BBA, Marketing, Information Technology, Operation Management or Supply Chain / Logistics concentration or related discipline with 2. Strong enthusiasm and passionate to explore air cargo / logistics industry 3. Creative, digital savvy, detail minded, proactive with high learning agility

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		4. Good analytical, communication and interpersonal skills 5. Excellent written and spoken English and Chinese
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	觀塘或荃灣 Kwun Tong or Tsuen Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(41)	公司 / 機構名稱 Name of Company / Organization	韋意環球顧問有限公司 Plus One Global Consulting Limited
	實習職位名稱 Job Title	暑期實習生（環保） Summer Intern (Environmental Stream)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助航空貨運安全和危險品法規（DGR）的行業研究/諮詢項目 2. 協助開展航空貨運/物流業的環保活動 <ol style="list-style-type: none"> 1. Assist in Industrial research / consultancy projects on Air Cargo Security and Dangerous Goods Regulations (DGR) 2. Assist in developing outreach environmental campaign for air cargo / logistics industry
	實習日期 Internship Period	六月至八月（八星期） June and August (8 weeks)
	工作時間 Working Hour	上午九時半至下午六時 09:30 to 18:00 hrs.
	薪酬 Remuneration	每月港幣\$10,000至11,500元 HKD\$10,000 to 11,500 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 工商管理學士、市場營銷、信息技術、運營管理或供應鏈/物流專業或相關學科的學位/文憑（1、2、3 或 4 年級）學生 2. 對探索航空貨運/物流行業有強烈的熱情和熱忱 3. 富有創造力、精通數字技術、注重細節、積極主動且學習敏捷 4. 良好的分析、溝通和人際交往能力 5. 優秀的英語和中文書面和口語 <ol style="list-style-type: none"> 1. Degree / Diploma (Year 1, 2, 3 or 4) student in on BBA, Marketing, Information Technology, Operation Management or Supply Chain/Logistics concentration or related discipline with 2. Strong enthusiasm and passionate to explore air cargo / logistics industry 3. Creative, digital savvy, detail minded, proactive with high learning agility 4. Good analytical, communication and interpersonal skills 5. Excellent written and spoken English and Chinese

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	觀塘或荃灣 Kwun Tong or Tsuen Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(42)	公司 / 機構名稱 Name of Company / Organization	路邦科技有限公司 Roborn Technology Limited
	實習職位名稱 Job Title	項目工程實習生 Project Engineering Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 負責整體專案管理，以滿足專案要求的進度、成本、品質、法定和安全要求 2. 與客戶確定最終產品規格並規劃整體專案進度 3. 為團隊和客戶/使用者提供技術支援 4. 與團隊、客戶和分包商協調專案以完成專案並滿足專案進度 5. 專案管理的任何風險、問題或專案管理文件 6. 參加會議並處理客戶的技術詢問 7. 專案文件管理，例如產品/系統設計說明書、進度表、設計手冊、合約相關文件、會議記錄、每週專案狀態更新、問題日誌、專利等 8. 處理指定的臨時項目 <ol style="list-style-type: none"> 1. Responsible for overall project management to meet the schedule, cost, quality, statutory, and safety in compliance with the project requirements 2. Finalize product specifications with customers and plan the overall project schedule 3. Provide technical support to the team and clients / end users 4. Coordinate projects with the team, clients and subcontractors for project fulfilment and meet the project delivery schedule 5. Report any risk, issue, or cost impact of the project 6. Attend meetings and handle technical enquires from the clients 7. Project documentation management, e.g. product / system design specification, schedule, design manual, contract-related documents, meeting minutes, weekly project status update, issue log, patent, etc. 8. Handle ad hoc projects as assigned
	實習日期 Internship Period	六月中旬至八月 Mid of June to August
	工作時間 Working Hour	上午九時至下午六時（包括一小時午膳） 09:00 to 18:00 hrs. (Including one hour lunch)
	薪酬 Remuneration	待定 TBC

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 仍在修讀大學三年或四年的學士學位，主修機械工程、電子工程、計算機工程、機械電子工程、計算機科學、資訊科技或相關學科，持高等學歷為佳 2. 應屆畢業生亦會列入考慮之列 3. 良好電腦知識和操作技巧 <ol style="list-style-type: none"> 1. Currently studying in Year 3 or Final Year in Bachelor's degree in Mechanical, Electronic, Computer, Mechatronics Engineering, Computer Science Information Technology or related disciplines, a higher degree is a plus 2. Fresh Graduate will be considered 3. Proficiency in MS Office
	工作經驗 Work Experiences	<ol style="list-style-type: none"> 1. 精通C / C++/ Python 2. 良好溝通、人際技巧、專業知識及組織能力 3. 積極主動，勇於求變 <ol style="list-style-type: none"> 1. Proficient in C / C++ / Python programming language; 2. Excellent communication, interpersonal, technical, and organizational skills 3. Proactive, take initiatives and challenge the status quo
	地點 Location	數碼港/科學園 Cyberport / Science Park

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(43)	公司 / 機構名稱 Name of Company / Organization	路邦科技有限公司 Roborn Technology Limited
	實習職位名稱 Job Title	軟體工程師實習生（人工智能/機器學習程式設計） Software Engineer Intern (AI / Machine Learning Programming)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 具備影像處理、機器學習或深度學習模型開發經驗 2. 具有深度學習框架（OpenCV、TensorFlow、PyTorch、Yolo）經驗 3. 整合Open source或3rd party API's的經驗 4. Linux (Ubuntu) / Windows Server 方面的知識 <ol style="list-style-type: none"> 1. Experience in image processing, or machine learning, or deep learning model development 2. Experience in deep learning frameworks (OpenCV, TensorFlow, PyTorch, Yolo) 3. Experience integrating open source or 3rd party API's and libraries 4. Knowledge in Linux (Ubuntu) / Windows Server
	實習日期 Internship Period	六月中旬至八月 Mid of June to August
	工作時間 Working Hour	上午九時至下午六時（包括一小時午膳） 09:00 to 18:00 hrs. (Including one hour lunch)
	薪酬 Remuneration	待定 TBC
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 仍在修讀大學三年或四年的學士學位，主修機械工程、電子工程、計算機工程、機械電子工程、計算機科學、資訊科技或相關學科，持高等學歷為佳 2. 應屆畢業生亦會列入考慮之列 3. 良好電腦知識和操作技巧 <ol style="list-style-type: none"> 1. Currently studying in Year 3 or Final Year in Bachelor's degree in Mechanical, Electronic, Computer, Mechatronics Engineering, Computer Science Information Technology or related disciplines, a higher degree is a plus 2. Fresh Graduate will be considered; and 3. Proficiency in MS Office
	工作經驗 Work Experiences	<ol style="list-style-type: none"> 1. 精通C / C++ / Python 2. 良好溝通、人際技巧、專業知識及組織能力 3. 積極主動，勇於求變

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<ol style="list-style-type: none">1. Proficient in C / C++ / Python programming language2. Excellent communication, interpersonal, technical, and organizational skills3. Proactive, take initiatives and challenge the status quo
	地點 Location	數碼港/科學園 Cyberport / Science Park

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(44)	公司 / 機構名稱 Name of Company / Organization	路邦科技有限公司 Roborn Technology Limited
	實習職位名稱 Job Title	控制工程師（機器人及自動化系統）實習生 Control Engineer (Robotics and Automation System Intern)
	職責 Job Duties	<ol style="list-style-type: none"> 負責專案和研發的機器人/自動化系統的開發（馬達、感測器、電子、軟體、機械手臂、AGV 等設備） 設計客製化機器人或自動化系統的控制系統和馬達控制 負責實驗裝置和現場試驗的系統設計、微調和技術支援 不同機器人系統的測試和問題解決 負責配合系統開發商或人工智慧開發商整合機器人系統 準備系統相關文件，如schematics, block diagram, programming, evaluation report, O&M manual等。 <ol style="list-style-type: none"> Responsible for the development of robots / automation system for projects and R&D (Motors, Sensors, Electronics, Software, Robot Arm, AGV, and other devices) Designing the control system and motor control of custom-made robots or automation systems In charge of system design, fine-tuning and technical support for experimental set-ups and field trials. Debugging and problem-solving on different robotic systems Responsible in cooperate with system developer or AI developer to integrate the robotic systems Preparing documents related to the system such as schematics, block diagram, programming, evaluation report, O&M manual, etc.
	實習日期 Internship Period	六月中旬至八月 Mid of June to August
	工作時間 Working Hour	上午九時至下午六時（包括一小時午膳） 09:00 to 18:00 hrs. (Including one hour lunch)
	薪酬 Remuneration	待定 TBC
	入職條件 Entry Requirements	1. 仍在修讀大學三年或四年的學士學位，主修機械工程、電子工程、計算機工程、機械電子工程、計算機科學、資訊科技或相關學科，持高等學歷為佳

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		2. 應屆畢業生亦會列入考慮之列 3. 良好電腦知識和操作技巧 1. Currently studying in Year 3 or Final Year in Bachelor's degree in Mechanical, Electronic, Computer, Mechatronics Engineering, Computer Science Information Technology or related disciplines, a higher degree is a plus 2. Fresh Graduate will be considered; and 3. Proficiency in MS Office
	工作經驗 Work Experiences	1. 精通C / C++ / Python 2. 良好溝通、人際技巧、專業知識及組織能力 3. 積極主動，勇於求變 1. Proficient in C / C++ / Python programming language; 2. Excellent communication, interpersonal, technical, and organizational skills 3. Proactive, take initiatives and challenge the status quo
	地點 Location	數碼港/科學園 Cyberport / Science Park

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(45)	公司 / 機構名稱 Name of Company / Organization	路邦科技有限公司 Roborn Technology Limited
	實習職位名稱 Job Title	機械工程師（機器人及自動化系統）實習生 Mechanical Engineer (Robotics and Automation System) Intern
	職責 Job Duties	<ol style="list-style-type: none"> 負責專案和研發的機器人/自動化系統的開發 設計六軸工業機械手臂的自動化/醫療系統使用夾具 負責實驗裝置和現場試驗的基礎設施設計、微調和技術支援 不同機器人系統的測試和問題解決 準備系統相關文件，如CAD、BOM、評估報告、O&M manual,等 <ol style="list-style-type: none"> Responsible for the development of robots / automation systems for projects and R&D Designing automation / medical system usage fixture for 6-axis industrial robotic arm In charge of infrastructure design, fine-tuning and technical support for experimental set-ups and field trials Debugging and problem-solving on different robotic systems Preparing documents related to the system such as CAD, BOM, evaluation report, O&M manual, etc.
	實習日期 Internship Period	六月中旬至八月 Mid of June to August
	工作時間 Working Hour	上午九時至下午六時（包括一小時午膳） 09:00 to 18:00 hrs. (Including one hour lunch)
	薪酬 Remuneration	待定 TBC
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 仍在修讀大學三年或四年的學士學位，主修機械工程、電子工程、計算機工程、機械電子工程、計算機科學、資訊科技或相關學科，持高等學歷為佳 應屆畢業生亦會列入考慮之列 良好電腦知識和操作技巧 <ol style="list-style-type: none"> Currently studying in Year 3 or Final Year in Bachelor's degree in Mechanical, Electronic, Computer, Mechatronics Engineering, Computer Science Information Technology or related disciplines, a higher degree is a plus

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		2. Fresh Graduate will be considered; and 3. Proficiency in MS Office
	工作經驗 Work Experiences	1. 精通C / C++ / Python 2. 良好溝通、人際技巧、專業知識及組織能力 3. 積極主動，勇於求變 1. Proficient in C / C++ / Python programming language; 2. Excellent communication, interpersonal, technical, and organizational skills 3. Proactive, take initiatives and challenge the status quo
	地點 Location	數碼港/科學園 Cyberport / Science Park

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(46)	公司 / 機構名稱 Name of Company / Organization	羅思國際（海外）有限公司 Rouse & Co. International (Overseas) Limited
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	1. 審閱、核實文件、協議書、證書並上載到數據庫 2. 審閱並記錄個案最新狀況 3. 準備個案進展報告 1. Review, verify and upload documents, agreements, certificate on database 2. Review cases and update status on database; and 3. Prepare status reports
	實習日期 Internship Period	六月十六日至八月二十九日（兩個月或以上） 16 June to 29 August (Require commitment of at least 2 months)
	工作時間 Working Hour	上午九時至下午六時 09:00 to 18:00 hrs
	薪酬 Remuneration	港幣\$8,000元 HKD\$8,000
	入職條件 Entry Requirements	主修會計或經濟或英語的大學生 University student with Accounting / Economics / English as major
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	灣仔 Wan Chai

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(47)	公司 / 機構名稱 Name of Company / Organization	智銳物業有限公司 Sage Properties Limited
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 處理地產代理和客戶的查詢，包括物業位參觀 2. 準備租務文件和發票 3. 定期向地產代理更新單位空缺情況 4. 研究及聯繫潛在客戶 <ol style="list-style-type: none"> 1. Handle agent and client enquiries including a site visit 2. Preparing leasing documents and debit notes 3. Update unit vacancy to agent regularly 4. Research and cold call on potential clients
	實習日期 Internship Period	七月 July
	工作時間 Working Hour	上午九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	每日港幣\$360元 HKD\$360 per day
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 教育程度:大學 2. 熟識使用MS Excel和Word <ol style="list-style-type: none"> 1. University student 2. Proficient with MS Excel and Word
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	屯門 Tuen Mun

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(48)	公司 / 機構名稱 Name of Company / Organization	聯合出版（集團）有限公司 Sino United Publishing (Holdings) Limited
	實習職位名稱 Job Title	圖書文化推廣暑期實習生 Books Cultural promotion intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助香港書展公關與業務安排，包括聯絡工作等 2. 搜集傳媒報導及分析 3. 參與香港書展重點文化活動，負責現場拍攝、寫稿，及時在不同社交媒體資訊發放新書活動消息 4. 其他相關公關宣傳及業務工作 <ol style="list-style-type: none"> 1. Assist the book promotion duties during Hong Kong book fair, e.g. contact various shareholders 2. Research the news and analyze the media report 3. Taking photos and write - up for the main cultural activities of Hong Kong book fair, disseminate the news in social media 4. Jobs related to public relations and business development as assigned
	實習日期 Internship Period	六月十六日至八月八日 16 June to 8 August
	工作時間 Working Hour	星期一至五，上午九時至下午六時，香港書展期間或須於星期六、日上班 Monday to Friday, 09:00 to 18:00 hrs. May need to work on Saturday and Sunday during Hong Kong Book Fair
	薪酬 Remuneration	日薪港幣\$350元 HK\$350 per day
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 愛圖書、愛學習，對紙媒及跨媒體發展有興趣 2. 處事細心、待人溫和 3. 良好中英文語言能力，特別必須具備優秀中文書寫程度 4. 良好的組織力、分析力和策劃力 5. 熟悉操作Excel、Word，能按時完成工作要求 6. 如懂得AI圖像設計更佳 <ol style="list-style-type: none"> 1. A book lover who are willing to learn, interested in cross - media development 2. A gentle person with detailed - minded 3. Good Chinese and English speaking, excel in Chinese writing 4. Possess of favorable organizational, analytical and planning abilities 5. Familiar with excel and word processing, and able to meet the deadline; 6. Knowledge about AI handling graphic software is an advantage

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

	工作經驗 Work Experiences	記者，編輯，市場推廣 Reporter, editor, marketing
	地點 Location	北角 North Point

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(49)	公司 / 機構名稱 Name of Company / Organization	天順上創文化有限公司 Sky Express Creations Limited
	實習職位名稱 Job Title	製作助理 Production Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 需熟悉社交媒體管理和網上資料，並對社交媒體進行市場調查及競爭對手分析等 2. 管理社交媒體，包括媒體營運、內容管理、規劃與發佈等 3. 文案、平面設計、照片拍攝、錄影、剪片等支援 4. 協助跟進項目進度及報告工作進度 5. 音樂及影片製作 6. 協助制定行銷工作 7. 支援團隊工作 <ol style="list-style-type: none"> 1. Be familiar with social media management and online information, conduct market research and competitor analysis, etc. 2. Manage social media, including media operations, content management, planning and publishing, etc. 3. Support with copywriting, graphic design, photo shooting, video, and editing 4. Assist in tracking project progress and work progress reporting 5. Music and video production 6. Assist in formulating marketing work 7. Support team work
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	上午九時半至下午六時（或需於晚上/假期工作） 09:30 to 18:00 hrs (May need to work at night / holiday, depends)
	薪酬 Remuneration	港幣\$7,000至\$8,000元 HKD\$7,000 to \$8,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 優先考慮公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑/學位 2. 良好中英文書寫能力 3. 對娛樂行業、社交媒體及多媒體感興趣 4. 熟悉Mac機的使用和操作為佳 5. 懂Adobe Illustrator, Adobe Photoshop等使用技巧為佳 6. 懂繪圖技巧和平面設計為佳

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<p>7. 具中階拍照和攝影技巧者為佳</p> <ol style="list-style-type: none"> 1. Diploma / Degree in Public Relations, Marketing, Communications, Multimedia, Journalism or related disciplines 2. Good command of written Chinese and English 3. Interested in Entertainment industry, social media and multimedia industries 4. Familiar with the use of MAC (Including Keynote, Pages, etc) will be an advantage 5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage 6. Intermediate photo & video shooting skill will be an advantage
	工作經驗 Work Experiences	<p>不需要 Not Required</p>
	地點 Location	<p>北角 North Point</p>

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(50)	公司 / 機構名稱 Name of Company / Organization	天順上創文化有限公司 Sky Express Creations Limited
	實習職位名稱 Job Title	項目助理 Project Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 需熟悉社交媒體管理和網上資料，並對社交媒體進行市場調查及競爭對手分析等 2. 管理社交媒體，包括媒體營運、內容管理、規劃與發佈等 3. 文案、平面設計、照片拍攝、錄影、剪片等支援 4. 協助跟進項目進度及報告工作進度 5. 音樂及影片製作 6. 協助制定行銷工作 7. 支援團隊工作 <ol style="list-style-type: none"> 1. Be familiar with social media management and online information, conduct market research and competitor analysis, etc. 2. Manage social media, including media operations, content management, planning and publishing, etc. 3. Support with copywriting, graphic design, photo shooting, video, and editing 4. Assist in tracking project progress and work progress reporting 5. Music and video production 6. Assist in formulating marketing work 7. Support team work
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	上午九時半至下午六時（或需於晚上/假期工作） 09:30 to 18:00 hrs (May need to work at night / holiday, depends)
	薪酬 Remuneration	港幣\$7,000至\$8,000元 HKD\$7,000 to \$8,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 優先考慮公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑/學位 2. 良好中英文書寫能力 3. 對娛樂行業、社交媒體及多媒體感興趣 4. 熟悉Mac機的使用和操作為佳 5. 懂Adobe Illustrator, Adobe Photoshop使用技巧為佳 6. 懂繪圖技巧和平面設計為佳 7. 具中階拍照和攝影技巧者為佳

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<ol style="list-style-type: none"> 1. Diploma / Degree in Public Relations, Marketing, Communications, Multimedia, Journalism or related disciplines 2. Good command of written Chinese and English 3. Interested in Entertainment industry, social media and multimedia industries 4. Familiar with the use of MAC (Including Keynote, Pages, etc) will be an advantage 5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage 6. Intermediate photo & video shooting skill will be an advantage
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	北角 North Point

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(51)	公司 / 機構名稱 Name of Company / Organization	天順上創文化有限公司 Sky Express Creations Limited
	實習職位名稱 Job Title	攝影師 Videographer
	職責 Job Duties	<ol style="list-style-type: none"> 1. 需熟悉社交媒體管理和網上資料，並對社交媒體進行市場調查及競爭對手分析等 2. 管理社交媒體，包括媒體營運、內容管理、規劃與發佈等 3. 文案、平面設計、照片拍攝、錄影、剪片等支援 4. 協助跟進項目進度及報告工作進度 5. 音樂及影片製作 6. 協助制定行銷工作 7. 支援團隊工作 <ol style="list-style-type: none"> 1. Be familiar with social media management and online information, conduct market research and competitor analysis, etc. 2. Manage social media, including media operations, content management, planning and publishing, etc. 3. Support with copywriting, graphic design, photo shooting, video, and editing 4. Assist in tracking project progress and work progress reporting 5. Music and video production 6. Assist in formulating marketing work 7. Support team work
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	上午九時半至下午六時（或需於晚上/假期工作） 09:30 to 18:00 hrs (May need to work at night / holiday, depends)
	薪酬 Remuneration	港幣\$7,000至\$8,000元 HKD\$7,000 to \$8,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 優先考慮公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑/學位 2. 良好中英文書寫能力 3. 對娛樂行業、社交媒體及多媒體感興趣 4. 熟悉Mac機的使用和操作為佳 5. 懂Adobe Illustrator, Adobe Photoshop等使用技巧為佳 6. 懂繪圖技巧和平面設計為佳

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<p>7. 具中階拍照和攝影技巧者為佳</p> <ol style="list-style-type: none"> 1. Diploma / Degree in Public Relations, Marketing, Communications, Multimedia, Journalism or related disciplines 2. Good command of written Chinese and English 3. Interested in Entertainment industry, social media and multimedia industries 4. Familiar with the use of MAC (Including Keynote, Pages, etc) will be an advantage 5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage 6. Intermediate photo & video shooting skill will be an advantage 7. Intermediate level photography skills are preferred
	工作經驗 Work Experiences	<p>不需要 Not Required</p>
	地點 Location	<p>北角 North Point</p>

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(52)	公司 / 機構名稱 Name of Company / Organization	天順上創文化有限公司 Sky Express Creations Limited
	實習職位名稱 Job Title	平面設計師 Graphic Designer
	職責 Job Duties	<ol style="list-style-type: none"> 1. 需熟悉社交媒體管理和網上資料，並對社交媒體進行市場調查及競爭對手分析等 2. 管理社交媒體，包括媒體營運、內容管理、規劃與發佈等 3. 文案、平面設計、照片拍攝、錄影、剪片等支援 4. 協助跟進項目進度及報告工作進度 5. 音樂及影片製作 6. 協助制定行銷工作 7. 支援團隊工作 <ol style="list-style-type: none"> 1. Be familiar with social media management and online information, conduct market research and competitor analysis, etc. 2. Manage social media, including media operations, content management, planning and publishing, etc. 3. Support with copywriting, graphic design, photo shooting, video, and editing 4. Assist in tracking project progress and work progress reporting 5. Music and video production 6. Assist in formulating marketing work 7. Support team work
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	上午九時半至下午六時（或需於晚上/假期工作） 09:30 to 18:00 hrs (May need to work at night / holiday, depends)
	薪酬 Remuneration	港幣\$7,000至\$8,000元 HKD\$7,000 to \$8,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 優先考慮公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑/學位 2. 良好中英文書寫能力 3. 對娛樂行業、社交媒體及多媒體感興趣 4. 熟悉Mac機的使用和操作為佳 5. 懂Adobe Illustrator, Adobe Photoshop等使用技巧為佳 6. 懂繪圖技巧和平面設計為佳

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<p>7. 具中階拍照和攝影技巧者為佳</p> <ol style="list-style-type: none"> 1. Diploma / Degree in Public Relations, Marketing, Communications, Multimedia, Journalism or related disciplines 2. Good command of written Chinese and English 3. Interested in Entertainment industry, social media and multimedia industries 4. Familiar with the use of MAC (Including Keynote, Pages, etc) will be an advantage 5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage 6. Intermediate photo & video shooting skill will be an advantage 7. Intermediate level photography skills are preferred
	工作經驗 Work Experiences	<p>不需要</p> <p>Not Required</p>
	地點 Location	<p>北角</p> <p>North Point</p>

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(53)	公司 / 機構名稱 Name of Company / Organization	科晔有限公司 Tecture limited
	實習職位名稱 Job Title	項目助理 Project Executive
	職責 Job Duties	<ol style="list-style-type: none"> 1. 社交媒體管理、製作、創建和編輯不同社交媒體平台的內容 2. 與客戶保持聯絡溝通，了解客戶要求，再與同事溝通及跟進工作 3. 協助主管跟進及統籌活動 <ol style="list-style-type: none"> 1. Social media management, producing, creating and editing the content of different social media platform 2. Keep in touch with customers, understand customer requirements, communicate with colleagues and follow up project duties 3. Assist the supervisor to follow up and coordinate events
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	星期一至五，上午九時至下午六時（九小時） Monday to Friday, 09:00 to 18:00 hrs. (9 hours.)
	薪酬 Remuneration	每月港幣\$4,000元 HKD\$4,000 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 就讀新聞學、文學/傳媒學、市場營銷、多媒體、創意媒體或相關學科的專上教育學歷 2. 思想創新、性格主動和獨立 3. 良好的中英文書寫能力、溝通能力 4. 對社交媒體內容創作和品牌推廣感興趣 <ol style="list-style-type: none"> 1. Post - secondary education in Journalism, Arts, Communications, Marketing, Multi - media, Creative Media, or related discipline 2. Innovative, proactive and independent 3. Good Chinese and English writing skill communication skill 4. Interested in social media content creation and brand promotion
	工作經驗 Work Experiences	具有社交媒體或數碼營銷的工作經驗，或懂Photoshop、AI或影片製作方面的知識優先 Experience in Social Media or Digital Marketing role; Knowledge in Photoshop, AI, and video editing is

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		strongly preferred
	地點 Location	荃灣 Tsuen Wan

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(54)	公司 / 機構名稱 Name of Company / Organization	騰訊控股有限公司 Tencent Holdings Ltd.
	實習職位名稱 Job Title	公共事務部實習生 Public Affairs Department Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 協助團隊與相關公共事務部門對接、溝通，維護良好的公共溝通渠道 2. 研究和分析行業及產業相關政策，對相關政策進行前瞻性研究並為公司業務決策提供意見參考 3. 策劃活動並執行，協助團隊落地公司各類項目 <ol style="list-style-type: none"> 1. Assist the team in coordinating and communicating with relevant public affairs departments, maintaining a good channel of public communication 2. Research and analyze industry and sector-related policies, conduct forward-looking studies on relevant policies, and provide advice and references for company's business decisions 3. Plan and execute activities, assisting the team in implementing various projects for the company
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	面議 Negotiable
	薪酬 Remuneration	面議 Negotiable
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 本科及以上學歷，能盡快到崗位者優先 2. 為人正直，具有較好親和力、良好的人際交往與協調能力、邏輯思維與表達能力 3. 具有優秀的文字撰寫與分析能力，具備良好的團隊合作精神，抗壓能力較強 <ol style="list-style-type: none"> 1. Bachelor's degree or above, priority will be given to those who arrive at the post as soon as possible 2. Honest and trustworthy, with good interpersonal and coordination skills, logical thinking, and communication abilities 3. Excellent writing and analytical skills, strong teamwork spirit, and ability to handle pressure
	工作經驗 Work Experiences	不需要 Not Required

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

	地點 Location	香港/深圳 Hong Kong / Shenzhen
--	------------------------------	-------------------------------

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(55)	公司 / 機構名稱 Name of Company / Organization	騰訊控股有限公司 Tencent Holdings Ltd.
	實習職位名稱 Job Title	社會價值項目營運實習生 Social Value Operation Intern
	職責 Job Duties	<ol style="list-style-type: none"> 負責公益項目的相關調研、策劃、實施管理 與內外部合作團隊建立緊密聯系，協調項目團隊各骨幹成員高效協同工作 綜合項目目標和推進階段及團隊狀態等，持續優化項目流程規範、落地改善機制、推進工具化/自動化建設、開展宣傳外聯工作 及時發現並跟蹤解決項目問題，有效管理項目風險 沉澱項目管理經驗和方法論，賦能組織高效運作，助力目標有效達成 <ol style="list-style-type: none"> Responsible for the research, planning, implementation and management of public welfare projects Establish close contact with internal and external cooperation teams and coordinate efficient collaborative work among project team Comprehensive project goals, promotion stages, team status, etc., continue to optimize project process specifications, implement improvement mechanisms, promote tooling / automation construction, and carry out publicity and outreach work Timely discover, track and solve project problems, and effectively manage project risks Accumulate project management experience and methodology, empower the organization to achieve goals efficiently
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	面議 Negotiable
	薪酬 Remuneration	面議 Negotiable
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 本科或研究生（在讀） 對公益與“科技向善”有興趣，有相關經驗更佳 對香港與內地的慈善公益行業有了解，有亞洲或全球的認識與經驗更佳 願意探索創新，有過整合資源、構建規則流程、搭建新工具等參與創新項目的經驗

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		<p>5. 責任感強，積極主動，具有快速學習能力</p> <p>6. 善於耐心且積極的溝通，優秀書面及口頭表達能力，有出色的協調能力和團隊合作精神，能夠與多領域的夥伴聯絡，保持緊密合作關係</p> <p>7. 中英文流利，會粵語者優先</p> <p>1. Undergraduate or currently studying postgraduate student</p> <p>2. Interested in public welfare and "technology for good", relevant experience is preferred</p> <p>3. Have an understanding of the charity industry in Hong Kong and Mainland China, preferably with Asian or global knowledge and experience</p> <p>4. Willing to explore innovation and have experience in integrating resources, building rules and processes, building new tools and to participate in innovative projects</p> <p>5. Strong sense of responsibility, proactive and quick learning ability</p> <p>6. Good at patient and positive communication, excellent written and oral expression skills, excellent coordination skills and teamwork spirit, able to liaise with partners in multiple fields and maintain close cooperative relationships</p> <p>7. Fluent in Chinese and English, preference will be given to those who can speak Cantonese</p>
	工作經驗 Work Experiences	<p>不需要</p> <p>Not Required</p>
	地點 Location	<p>香港/深圳</p> <p>Hong Kong / Shenzhen</p>

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(56)	公司 / 機構名稱 Name of Company / Organization	迅達科技貿易（亞洲）有限公司 TTM Technologies Trading (Asia) Company Limited
	實習職位名稱 Job Title	供應鏈管理助理（兼職） Assistant, Supply Chain Management (Part-time)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 參與各種供應鏈管理項目，根據需要更新和記錄專案追蹤表 2. 根據系統指與供應商溝通和訓練使用所需的IT系統/工具 3. 了解並總結這些程序和記錄的最新狀況 4. 發起並促進審查會議，並與 SCM 和跨網/跨團隊整合意見 5. 履行指派的其他職責 <ol style="list-style-type: none"> 1. Participate in various SCM projects, update & document project track sheet as required 2. Communicate and train suppliers to use required IT system / tools according to user guideline 3. Understand and summarize current implementation status of those procedures and records 4. Initiate and facilitate review meeting and consolidate input / comments with SCM and cross site / functional team 5. Performs other duties as assigned
	實習日期 Internship Period	五月至九月 May to September
	工作時間 Working Hour	上午八時半至下午五時半 08:30 to 17:00 hrs.
	薪酬 Remuneration	每月港幣\$9,500元 HKD\$9,500 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 大專或大學二、三年級程度 2. 良好英文寫作能力 3. 中英文，會說普通話更好 <ol style="list-style-type: none"> 1. 2nd or 3rd year undergraduate 2. Good English writing 3. Fluent in English and Cantonese, Mandarin is a plus
	工作經驗 Work Experiences	<ol style="list-style-type: none"> 1. 能夠與不同國籍或國家的人溝通 2. 良好的溝通與人際溝通能力 3. 良好的邏輯思維 4. 能夠在多元化和動態的環境中工作 <ol style="list-style-type: none"> 1. Able to communicate with people from multi-regions / countries 2. Good communication and interpersonal skills 3. Good logical thinking

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		4. Ability to work in a diverse and dynamic environment
	地點 Location	沙田 Sha Tin

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(57)	公司 / 機構名稱 Name of Company / Organization	迅達科技貿易（亞洲）有限公司 TTM Technologies Trading (Asia) Company Limited
	實習職位名稱 Job Title	暑期實習生（法律部） Intern for Legal Department
	職責 Job Duties	<ol style="list-style-type: none"> 1. 對所有部門舊檔案文件進行深入審查並予以認可 2. 對所有認可的檔案文件進行完整記錄 3. 依公司文件保存政策決定是否保存認可的檔案文件 4. 將檔案（確定保留）重新歸檔，整理、可調用 5. 完成主管交辦的其他臨時任務 <ol style="list-style-type: none"> 1. Conduct a review in depth on all Department's former file documents for their recognition 2. Make a complete record for all the file documents recognized 3. Determine whether to keep the file documents recognized in accordance with Company's Document Retention Policy 4. Re-file the documents (Determined to retain) in an organized and recallable manner 5. Fulfil all other ad hoc assignments as given by the supervisor
	實習日期 Internship Period	五月至九月 May to September
	工作時間 Working Hour	上午八時半至下午五時半 08:30 to 17:00 hrs.
	薪酬 Remuneration	每月港幣\$9,500元 HKD\$9,500 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 大專或大學二、三年級程度 2. 良好英文寫作能力 3. 中英文，會說普通話更好 <ol style="list-style-type: none"> 1. 2nd or 3rd year undergraduate 2. Good English writing 3. Fluent in English and Cantonese, Mandarin is a plus
	工作經驗 Work Experiences	<ol style="list-style-type: none"> 1. 能夠與不同國籍或國家的人溝通 2. 良好的溝通與人際溝通能力 3. 良好的邏輯思維 4. 能夠在多元化和動態的環境中工作 <ol style="list-style-type: none"> 1. Able to communicate with people from multi-regions / countries 2. Good communication and interpersonal skills

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

		3. Good logical thinking 4. Ability to work in a diverse and dynamic environment
	地點 Location	沙田 Sha Tin

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(58)	公司 / 機構名稱 Name of Company / Organization	迅達科技貿易（亞洲）有限公司 TTM Technologies Trading (Asia) Company Limited
	實習職位名稱 Job Title	暑期實習生（市場部） Summer Intern - Corporate Marketing
	職責 Job Duties	<ol style="list-style-type: none"> 1. 支援行銷計畫或指定活動 2. 與行銷團隊合作，支援貿易展覽、展覽（例如：印度2025年電子展）和公司活動/會議 3. 協助行銷團隊核實和驗證年度客戶調查的分析結果和數據 4. 與數碼營銷團隊合作，支援社群媒體後製或預備物資，分享最新社群媒體動向作企業行銷活動的應用 5. 協助行銷團隊進行行銷活動，例如：上傳資料到SharePoint，簡單維護TTM內網-Connect 6. 與主管和全球行銷團隊密切合作，處理分配的任何臨時任務 <ol style="list-style-type: none"> 1. Support the implementation, and execution of the marketing programs or activities as assigned 2. Work with marketing team to provide support in the preparation of tradeshow, exhibitions (e.g. Electronica 2025 in India), and company events / meetings 3. Assist the marketing team in cross-checking and validating the annual customer survey analyzed results and data 4. Work with the digital marketing team to support social media post design or materials preparation, share the latest social media insights for corporate marketing activities / application 5. Assist the marketing team in marketing operations, e.g. uploading materials to SharePoint, simple maintenance of TTM Intranet - Connect 6. Work closely with the supervisor and global marketing team to handle any ad-hoc tasks as assigned
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	面議 Negotiable
	薪酬 Remuneration	每月港幣\$9,500元 HKD\$9,500 per month

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 就讀大專院校學生(主修市場學) 2. 傳播學、數位行銷/人工智慧、工商管理或相關學科 <ol style="list-style-type: none"> 1. Studying in Tertiary Institute in Marketing 2. Communications, Digital Marketing / AI, Business Administration or related disciplines
	工作經驗 Work Experiences	<ol style="list-style-type: none"> 1. MS PowerPoint、MS Excel、MS Word 2. 中英文良好，懂國語或第三語言者優先 3. 設計和人工智慧工具的知識是一個補充 4. 良好的團隊合作精神，溝通能力強，學習意願強 <ol style="list-style-type: none"> 1. MS PowerPoint, MS Excel, MS Word 2. Good command of both English & Chinese, Good knowledge of Putonghua or third language is a plus 3. Knowledge in design and AI tools is an add 4. A good team-player with communication skills and strong willingness to learn
	地點 Location	沙田 Sha Tin

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

(59)	公司 / 機構名稱 Name of Company / Organization	高露雲律師行 Wilkinson & Grist
	實習職位名稱 Job Title	暑期實習生 Summer Intern
	職責 Job Duties	不同法律領域的工作（視乎獲安排的業務工作） Legal work in different areas of law (Depending on practice group posting)
	實習日期 Internship Period	面議 Negotiable
	工作時間 Working Hour	上午九時至下午五時半 09:00 to 17:30 hrs.
	薪酬 Remuneration	每月港幣5,000元（《最低工資條例》下的特殊豁免） HKD\$5,000 per month (special exemption from minimum pay regulations)
	入職條件 Entry Requirements	至少完成法學學士第一年課程 Completed at least first year LLB
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	中環 Central

Customs YES 暑期工作實習計劃
Customs YES Summer Internship Programme

附註 General Notes:

- (a) Customs YES會員優先。Customs YES members have higher priority.
- (b) 入職薪酬、聘用條款及服務條件，應以獲聘時的合約為準。The entry pay, terms of appointment and conditions of service to be offered are subject to the provisions in the contract prevailing at the time the offer of appointment is made.
- (c) 持有本港以外學府/非香港考試及評核局頒授的學歷人士亦可申請，惟其學歷必須經過評審以確定是否與職位所要求的本地學歷水平相若。有關申請人須遞交全部成績副本及證書副本。Holders of academic qualifications other than those obtained from Hong Kong institutions / Hong Kong Examinations and Assessment Authority may also apply but their qualifications will be subject to assessments on equivalence with the required entry qualifications. They should submit copies of their official transcripts and certificates.

申請手續 How to apply:

申請人應把填妥的申請書連同其香港中學文憑考試成績單、證明其學生身份的證書及成績表副本，在截止申請之前電郵至customsyes@customs.gov.hk。Applicants should submit the completed application form together with copies of certificates of their Hong Kong Diploma of Secondary Education Examination (HKDSE) results, proof of student status and academic transcripts by email to customsyes@customs.gov.hk before the application closing date and time.

截止申請日期Application Closing Date:

- 除特別指明外，截止申請日期為**2025年4月28日**。Unless otherwise specified, the application closing date will be **28 April 2025**.