About Step Well Advisory Group:
Step Well Investments Limited is a boutique consulting company specialized in provision of overseas listing consulting services. To extend the owners' kindness to grassroots CUHK alumni, we would like to participate in CUHK Relieve Fund Subsidised Employment Scheme and employ a 2020 accounting major or minor graduate. And the graduate is preferably a First-in-the-Family tertiary education graduate. (In fact, the owners of our company donated 2 First-in-the-Family Tertiary Education Admission Scholarships in the past years to encourage students who are the first generation in the family to pursue tertiary education at the United College.)

Job Title: Company Secretarial & Accounting TRAINEE

Ultimate goals
To be trained by professional accountant:
• able to prepare all round company secretarial documents
• able to do all round filing with the Company Registry
• able to keep records for relevant registries
• able to use MYOB to keep books and records
• able to use excel to prepare financial statements in reporting format
• to participate in Clients’ roadshows and marketing events

Requirements
• degree major or minor in Accounting or related disciplines will be an advantage, but not a must
• decent and well presentable
• self-motivated, hardworking, and eager to learn
• passion to deal with PRC people
• willing to travel PRC, Macau and overseas

Location
• Kwai Chung, NT

Salary
• 12000

Applicants may forward your CV to the below email address.
Attention: Gabbie Cheung, CFO
Email: gabbiecheung@lwhgroup.com