

Summary of Requisition for 2024 Intern / Work Experience Student

| No. | BU / Department | Position | Job Duties | Working Hrs |
|-----|-------------------------|----------------------------|--|---|
| 1 | Product Development | Assistant Business Analyst | <ul style="list-style-type: none"> - Perform business and data research, and identify business opportunities - Co-ordinate and liaise with different internal parties - Gather user requirements and prepare the documentation required in projects - Perform UAT and verify the testing results | Mon - Fri: 9:00am - 6:00pm |
| 2 | News | Finance Reporter | <ul style="list-style-type: none"> - Research & reporting - Editing / Web editing - Video production / photography - Translation | By roster |
| 3 | News | Content Editor | <ul style="list-style-type: none"> - Research & reporting - Editing / Web editing - Video production / photography - Translation | By roster |
| 4 | BO - Adv (ET - Content) | Project Editor | <ul style="list-style-type: none"> - Editing / Web editing - Research & reporting - Script writing - Marketing & promotion - General office work | Mon - Fri: 10:00am - 7:00pm |
| 5 | BO - Adv (ET - MS) | Intern | <ul style="list-style-type: none"> - Marketing & promotion - Customer Service - Event Helper - Outdoor work is required - General Office Work | Mon - Fri: 9:00am - 6:00pm |
| 6 | BO - Adv (ULM - MS) | Intern | <ul style="list-style-type: none"> - Provide general support to Sales & Marketing Solution Team on events and project management - Handle clerical duties - Assist in online/ offline marketing activities and job research and other ad-hoc duties as assigned | Mon - Fri: 9:00am - 6:00pm |
| 7 | EO - Local News | Intern | <ul style="list-style-type: none"> - Research & reporting - Web editing | By roster |
| 8 | EO - Politics | Intern | <ul style="list-style-type: none"> - Research & reporting - Web editing | By roster |
| 9 | EO - Property | Reporter | <ul style="list-style-type: none"> - Research & reporting - Responsibly for property related news - Outdoor work is required - On camera is required - Fluent in Cantonese, Mandarin and English | By roster |
| 10 | iET - TOPick | Web Editor | <ul style="list-style-type: none"> - Editing / Web editing | Mon - Fri: 9:00am - 6:00pm / 10:00am - 7:00pm |