

第2階段
海關業務夥伴機構實習職位
(包括大灣區實習職位)

- ◆ 法律及其他專業服務
- ◆ 零售服務
- ◆ 貿易及物流運輸
- ◆ 建築及工程
- ◆ 地產、物業管理
- ◆ 創新科技
- ◆ 教育、文化創意及媒體
- ◆ 市場推廣
- ◆ 互聯網及電商

暑期工作實習為期四至八個星期
對象：年滿18歲或以上均可報名參加
(Customs YES會員優先)

實習詳情可瀏覽Customs YES網頁「告示板」
歡迎致電 3759 3042 或
電郵 CustomsYES@customs.gov.hk查詢

第2階段 下頁看實習內容 →

香港海關青年發展計劃

Application Method : <https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13687637>

All students should submit the completed [application form with Annex - Priority list](#)* together with all supporting documents listed below.

1. Detailed personal resume; and
2. A copy of proof of student status (e.g. Student ID card); and
3. A copy of academic qualification certificate(s); and
4. A copy of public examination certificate(s); and
5. A copy of official academic transcript(s). (download via CUSIS in pdf format)

* Applicants should indicate the vacancies applied in priorities in Annex: Priority List, with the first priority by "1", the second one by "2" and so on. Applicant should indicate at least one (1) option with the maximum no. of options up to five (5).

Applications which are incomplete, or late, or not made in the prescribed form, or not duly signed will NOT be considered.

Application Deadline : **5 May 2024**

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	福盈有限公司 Amazing Built 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. 協助策劃及籌辦各活動、籌款、工程等項目工作 2. 協助傳訊、宣傳、社交媒體更新及市場推廣工作 3. 製作每次會議紀錄 <ol style="list-style-type: none"> 1. Assist in planning and organizing various activities, funds, projects and other projects 2. Assist with communications, promotions, social media updates and marketing efforts 3. Make meeting minutes
	實習日期 Internship Period	五月至八月 May to August
	工作時間 Working Hour	上午十時至下午六時 10:00 to 18:00 hrs.
	薪酬 Remuneration	法定最低工資 Minimum Wage
	入職條件 Entry Requirements	具統籌社會服務或市場推廣或多媒體工作經驗者優先考慮 Applicants with experience in coordinating social services or marketing promotion or multimedia work is preferred
	工作經驗 Work Experiences	<ol style="list-style-type: none"> 1. 優良中、英文口語（包括普通話）及書寫能力 2. 熟悉電腦操作、中英文輸入及Microsoft Office 3. 成熟、富親和力、擅於溝通、積極主動，有團隊精神及願意接受新挑戰 4. 須於周末及公眾假期輪休工作 <ol style="list-style-type: none"> 1. Good command of written & spoken Chinese, English (Including Putonghua) 2. Familiar with computer operation, Chinese and English input and Microsoft Office 3. Mature, approachable, good at communication, proactive, team player and willing to accept new challenges 4. Required to work on shifts on weekends and public holidays
地點 Location	上環 Sheung Wan	

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	香港作曲家及作詞家協會 Composers and Authors Society of Hong Kong Ltd
	實習職位名稱 Job Title	實習生 Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 處理與活動相關的查詢 2. 協助管理現場活動 3. 協助團隊處理臨時項目 <ol style="list-style-type: none"> 1. Handles inquiries related to the event 2. Assist in on-site event management 3. Provide support to the team on ad hoc projects
	實習日期 Internship Period	6月3日至7月4日 03/06 - 04/07
	工作時間 Working Hour	上午九時十五分至下午五時半 09:15 – 17:30 hrs
	薪酬 Remuneration	港幣\$9,000元 HKD\$9,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 仍在修讀傳播學、新聞學、公共關係或相關學科 2. 良好的中英文書寫和口語能力 3. 熟悉MS Office <ol style="list-style-type: none"> 1. Currently studying Communications, Journalism, Public Relations or related disciplines 2. Good Command of both written and spoken in English and Chinese 3. Good knowledge in MS office
	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

(3)	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 planning and executing marketing plans including strategy, budget and goals of the company's e-commerce business 2. Assist in enhancing brand awareness within the digital space as well as driving social media platforms traffic and acquiring customers 3. Assist in developing and managing execution all-rounded marketing and promotion campaigns covering both online & offline promotions, e.g. marketing, social media campaign and joint promotions with third
	實習日期 Internship Period	6月24日至8月23日 24 June to 23 August
	工作時間 Working Hour	上午九時至下午六時半 09:00 to 18:30 hrs.
	薪酬 Remuneration	港幣\$8,000元 HKD\$8,000
	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 - excellent communication, 2. 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

(4)	公司 / 機構名稱 Name of Company / Organization	華潤創業建設投資有限公司 China Resources Enterprise Property Investment Company Limited
	實習職位名稱 Job Title	戰略發展實習生 Intern (Strategy Development)
	職責 Job Duties	商業地產投資管理、戰略管理 1. 協助公司潛在投資項目的市場分析、可研報告等 2. 協助公司戰略規劃及實施管理 Commercial real estate investment management, strategic management 1. Assist the company in market analysis, feasibility study reports, etc. of potential investment projects 2. Assist the company in strategic planning and implementation management
	實習日期 Internship Period	6月17日至8月30日 17 June to 30 August
	工作時間 Working Hour	上午九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	時薪港幣\$40元 HKD\$40 per hour
	入職條件 Entry Requirements	房地產投資、戰略管理相關學位或實習經驗者優先 Applicants with a degree or internship experience related to real estate investment or strategy management are preferred
	工作經驗 Work Experiences	具有房地產投資、戰略管理相關工作或實習經驗 Work or internship experience related to real estate investment or strategy management
地點 Location	灣仔 Wan Chai	

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	華潤物流（集團）有限公司 China Resources Logistics (Group) 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. 與客戶聯絡，解答基本查詢 2. 協助完成指派的文書及行政工作 <ol style="list-style-type: none"> 1. Communicate with customers and answer basic inquiries 2. Assist in completing assigned clerical and administrative tasks
	實習日期 Internship Period	7月1日至8月31日 (根據實際情況商議決定) 7 July to 31 August (Will be determined based on actual circumstances)
	工作時間 Working Hour	上午八時半至下午五時半 08:30 - 17:30 hrs.
	薪酬 Remuneration	每月港幣\$8,000 - \$10,000 (具體將根據實際情況確定) HKD\$8,000 to \$10,000 per month (Will be determined based on actual circumstances)
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 具備良好電腦知識，熟練使用辦公軟件 2. 工作積極主動、認真負責 3. 有服務意識，具備一定的溝通協調能力 4. 有團隊合作精神 <ol style="list-style-type: none"> 1. Good computer knowledge and be proficient in using office software 2. Work proactively, conscientiously and responsibly 3. Service awareness and have certain communication and coordination skills 4. Teamwork spirit
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	火炭 Fo Tan

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	雲通科技有限公司 Cloud Connect Technology Limited
	實習職位名稱 Job Title	評論編輯 Comment Editor
	職責 Job Duties	<ol style="list-style-type: none"> 1. 針對熱門新聞撰寫評論文章 2. 關注香港時事及社交媒體熱門話題 3. 負責收集網絡輿情數據 4. 將收集數據及訊息進行摘要分析及編輯整理 <ol style="list-style-type: none"> 1. Write commentaries on popular news 2. Follow Hong Kong current affairs and hot topics on social media 3. Responsible for collecting online public opinion data 4. Summary analysis and editing of collected data and information
	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（中午休息一小時） 09:00 to 18:00 hrs (One hour lunch break)
	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. 修讀新聞傳播、社會學及新媒體等相關大專以上學歷 2. 了解香港社會、對社會議題及流行文化有濃厚興趣 3. 具優秀的中文寫作能力 4. 熟悉社交媒體 5. 處理平台數據 <ol style="list-style-type: none"> 1. College degree or above in journalism, sociology, new media, etc 2. Understand Hong Kong society and have a strong interest in social issues and popular culture 3. Excellent Chinese writing skills 4. Familiar with social media 5. Process platform data
	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

(8)	公司 / 機構名稱 Name of Company / Organization	建造業議會 Construction Industry Council
	實習職位名稱 Job Title	暑期實習生 (行銷) Summer Intern (Marketing)
	職責 Job Duties	暑期實習生 (行銷) 1. 支援和維護CIC指定部門的運作 2. 支持CIC的活動和推廣，包括大灣區和 3. 協助所交辦專案的實施與協調 Summer Intern (Marketing) 1. To support and maintain the operation of the assigned department in CIC 2. To support in events and promotions of CIC, including Greater Bay Area and 3. To assist in the implementation and coordination of the assigned projects
	實習日期 Internship Period	7月2日至8月23日 2 July to 23 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
	入職條件 Entry Requirements	1. 專上院校就讀的香港永久性居民 2. 熟練使用微軟應用軟體 (包括Word、Excel、PowerPoint等) 及中文文字處理 1. Hong Kong Permanent Resident studying in the tertiary educational institutions; and 2. Proficiency in Microsoft application software (including Word, Excel and PowerPoint, etc.) and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
地點 Location	觀塘及九龍灣 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	建造業議會 Construction Industry Council
	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	暑期實習生（資訊科技） 1. 支持及維護IT部門的運作 2. 支援資料管理平台實施的資料審計工作和 3. 透過對複雜資料集進行深入、動態的資料分析協助處理來自不同業務部門和產業利害關係人的資料分析請求 Summer Intern (Information Technology) 1. To support and maintain the operation of the IT department 2. To support the data auditing exercise for the implementation of data management platform; and 3. To assist in handling data analytics requests from different business units and industry stakeholders by conducting in - depth and dynamics data analysis from complex datasets
	實習日期 Internship Period	7月2日至8月23日 2 July to 23 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
	入職條件 Entry Requirements	1. 專上院校就讀的香港永久性居民 2. 熟練使用微軟應用軟體（包括Word、Excel、PowerPoint等）及中文文字處理 1. Hong Kong Permanent Resident studying in the tertiary educational institutions; and 2. Proficiency in Microsoft application software (including Word, Excel and PowerPoint, etc.) and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
地點 Location	觀塘及九龍灣 Kwun Tong and Kowloon Bay	

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	建造業議會 Construction Industry Council
	實習職位名稱 Job Title	暑期實習生（建築技術） Summer Intern (Construction Technology)
	職責 Job Duties	暑期實習生（建築技術） 1. 協助CIC指定部門開展工作 2. 支持CIC的活動和推廣，包括大灣區和 3. 協助部門承擔產業發展及建設數位化的研究及專案工作 Summer Intern (Construction Technology) 1. To assist the operation of the assigned department in CIC 2. To support in events and promotions of CIC, including Greater Bay Area and 3. To assist the department in undertaking researches, studies and projects for industry development and construction digitalization
	實習日期 Internship Period	7月2日至8月23日 2 July to 23 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
	入職條件 Entry Requirements	1. 專上院校就讀的香港永久性居民 2. 熟練使用微軟應用軟體（包括Word、Excel、PowerPoint等）及中文文字處理 1. Hong Kong Permanent Resident studying in the tertiary educational institutions; and 2. Proficiency in Microsoft application software (including Word, Excel and PowerPoint, etc.) and Chinese word processing
	工作經驗 Work Experiences	不需要 Not Required
地點 Location	觀塘及九龍灣 Kwun Tong and Kowloon Bay	

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	財務部實習生 Finance Intern
	職責 Job Duties	1. 與內部團隊協作並滿足隊友的需求 2. 協助日常運營及採購工作 1. Collaborate with internal team and address teammates' needs 2. Assist in daily operations and procurement
	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	每月港幣\$11,000 HKD\$11,000 per month
	入職條件 Entry Requirements	文憑 / 大專 / 大學程度 DSC / Associate / University degree holder
	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	客戶關係管理 / 市場媒體實習生 CRM / Marketing Media Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 與內部團隊協作並滿足隊友的需求 2. 協助日常運營及採購工作 <ol style="list-style-type: none"> 1. Collaborate with internal team and address teammates' needs 2. Assist in daily operations and procurement
	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	每月港幣\$11,000 HKD\$11,000 per month
	入職條件 Entry Requirements	文憑 / 大專 / 大學程度 DSC / Associate / University degree holder
	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

(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	人資部實習生 Human Resources Intern
	職責 Job Duties	1. 與內部團隊協作並滿足隊友的需求 2. 協助日常運營及採購工作 1. Collaborate with internal team and address teammates' needs 2. Assist in daily operations and procurement
	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	每月港幣\$11,000 HKD\$11,000 per month
	入職條件 Entry Requirements	文憑 / 大專 / 大學程度 DSC / Associate / University degree holder
	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	周大福教育集團有限公司 CTF Education Group Limited
	實習職位名稱 Job Title	實習生(鄭余雅穎培菁女性創效基金) JYC Girls Impact Foundation Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 與內部團隊協作並滿足隊友的需求 2. 協助日常運營及採購工作 <ol style="list-style-type: none"> 1. Collaborate with internal team and address teammates' needs 2. Assist in daily operations and procurement
	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	每月港幣\$11,000 HKD\$11,000 per month
	入職條件 Entry Requirements	文憑 / 大專 / 大學程度 DSC / Associate / University degree holder
	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

(15)	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	學校營運及行政實習生 School Operations and Office Administration Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 與內部團隊協作並滿足隊友的需求 2. 協助日常運營及採購工作 <ol style="list-style-type: none"> 1. Collaborate with internal team and address teammates' needs 2. Assist in daily operations and procurement
	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	每月港幣\$11,000 HKD\$11,000 per month
	入職條件 Entry Requirements	文憑 / 大專 / 大學程度 DSC / Associate / University degree holder
	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

(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	暑期實習生 Summer Intern
	職責 Job Duties	<ol style="list-style-type: none"> 1. 對金融科技進行基本研究並綜合數據 2. 協助定義項目範圍和目標 3. 創建和保存項目文檔 <ol style="list-style-type: none"> 1. Conduct basic research and synthesize findings about FinTech related topics 2. Assist in definition of project scope and objectives 3. Create and maintain project documentation
	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 (From 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	每月港幣\$8,800元 HKD\$8,800 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 電腦科學或其他相關學科的大學學位本科生 2. 願意學習創新科技 3. 能獨立及自發地完成工作 4. 出色的英文寫作及說話能力 <ol style="list-style-type: none"> 1. University undergraduate in computer science or any other degree with relevant knowledge 2. Strong willingness to learn new technologies 3. Able to work independently with little direct supervision and take initiative 4. Excellent command of written and spoken English
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	觀塘 Kwun Tong

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 Internship
	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 及 時段2：七月至八月 4 to 6 weeks Period 1: May to June; 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 	

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

		and Chinese (including Putonghua)
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

(23)	公司 / 機構名稱 Name of Company / Organization	香港建造商會 Hong Kong Construction Association
	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. 普通的辦公室工作如草擬電子郵件、信件和會議記錄 2. 與外部組織聯絡以安排活動及比賽 3. 協助聯絡有關團體如旅遊公司等各方安排出國技術考察 <ol style="list-style-type: none"> 1. General Office administration work such as drafting email, letter and meeting minute 2. Liaise with the external organization to organise and arrange activities and competition 3. Assist to liaise with the various parties such travel companies to arrange the oversea technical visit
	實習日期 Internship Period	7月2日至8月16日 2 July to 16 August
	工作時間 Working Hour	上午九時至下午五時半（每周三天工作天） 09:00 to 17:30 hrs.(3 days per week)
	薪酬 Remuneration	港幣\$8,160元（時薪\$80元） HKD\$8,160 (\$80 per hour)
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. DSE 中英數良好(4級或以上) 2. 需具備一般電腦知識如文書處理等 3. 曾經 / 現正就讀建造業相關課程者優先 <ol style="list-style-type: none"> 1. DSE Grade 4 or above in Chinese, English and Math 2. Require basic computer knowledge such as word processing, etc 3. Priority will be given to those who have studied / currently study courses related to the construction industry
	工作經驗 Work Experiences	曾在建築相關公司工作 Working in Construction Related Companies
	地點 Location	灣仔 Wan Chai

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	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. 參與迎新活動及參觀香港房屋協會工作地點以了解整體業務及政策； 2. 參與培訓課程以學習實用工作相關技巧； 3. 於其中重點業務範疇進行在職訓練以獲得親身實踐的經驗。 <ol style="list-style-type: none"> 1. To attend orientation and tour visits for good understanding of overall Housing Society businesses and policies; 2. To attend training workshops to gain practical job related skills; 3. To have on-the job training in one of our core business divisions to gain hands-on experience.
	實習日期 Internship Period	六至八星期 6 to 8 weeks
	工作時間 Working Hour	星期一至五 上午8時30分至下午5時30分 (不包括用膳時間) Monday to Friday, 08:30 to 17:30 hrs . (excluding lunch time)
	薪酬 Remuneration	每月港幣10,000至10,500元 HKD10,000 to 10,500 per month
	入職條件 Entry Requirements	<p>在2023 / 2024學年仍在修讀大專院校的學生，具備良好態度、出色的溝通及人際技巧、善於交際、性格開朗及熟識 Microsoft Office 軟件，如Excel、 Word、Powerpoint及中文輸入法。</p> <p>Students who will continue studying in the year of 2023/2024 are welcome for this internship programme. Tertiary undergraduates in any discipline, good manner, sociable & cheerful character with excellent communication & interpersonal skill. Proficiency in MS Windows application, including Excel, Word, PowerPoint & Chinese Word processing.</p>
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	各地區 Any District

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	<ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> 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 (From June to 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

(26)	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	<ol style="list-style-type: none"> 1. 支援公司市務部的行政工作 2. 協助整理數碼檔案系統 <ol style="list-style-type: none"> 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 (From June to 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	<ol style="list-style-type: none"> 1. 懂MS Office 操作及中文輸入法 2. 熟悉設計軟件者 (Photoshop及Adobe Illustrator) 可獲優先考慮 <ol style="list-style-type: none"> 1. Proficiency in MS office applications and Chinese word processing 2. 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 / 演出場地 Sheung Wan / Performance area

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 (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 (From June to 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 / 演出場地 Sheung Wan / Performance area

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	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	七月至八月期間（共四星期） July to August (4 weeks)
	工作時間 Working Hour	上午九時半分至下午五時 09:30 to 17:00 hrs.
	薪酬 Remuneration	每月港幣\$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

(30)	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"> 1. 協助完成亞太地區知識產權部門日常工作 2. 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"> 1. Assist in the daily IP related activities of the Asia Pacific Intellectual Property team 2. 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	四至八星期 (5月15日至9月1日) 4 to 8 weeks (15 May to 1 Sep)
	工作時間 Working Hour	正常工作時間 Standard working hours
	薪酬 Remuneration	最多每月港幣15,000元 Up to HKD15,000 per month
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 仍在修讀大學的學生或大學畢業生； 2. 精通中英文； 3. 精通電腦。 <ol style="list-style-type: none"> 1. Undergoing University education or University graduate; 2. Proficiency in Chinese and English languages; 3. 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

(31)	公司 / 機構名稱 Name of Company / Organization	默克藥業（香港）有限公司 Merck Pharmaceutical (HK) Limited
	實習職位名稱 Job Title	Scientific Engagement Ambassador
	職責 Job Duties	<ol style="list-style-type: none"> 1. 拜訪指定診所和醫院的醫療專業人員，傳達科學訊息（例如：糖尿病預防和甲狀腺疾病篩檢） 2. 支持市場團隊組織和執行教育活動以提高疾病意識 <ol style="list-style-type: none"> 1. To visit Healthcare professionals at assigned clinics and hospital for communicating scientific information (e.g. diabetes prevention and thyroid disease screening) 2. Supporting marketing team to Organize and Execute education campaign to raise disease awareness
	實習日期 Internship Period	兩個月，由七月至八月 2 months, from July 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 - 18:00 hrs.
	薪酬 Remuneration	港幣\$15,000 HKD\$15,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 基本圖形設計 2. 熟悉PowerBI <ol style="list-style-type: none"> 1. Basic Graphic Design for preparing marketing materials 2. Familiar with PowerBI for data analysis
	工作經驗 Work Experiences	<ol style="list-style-type: none"> 1. 具有科學背景的候選人（例如生物學、化學、生命科學、營養學等...） 2. 會講粵語 <ol style="list-style-type: none"> 1. Candidate with Science background (e.g. Biology, Chemistry, Life Science, Nutrition etc...) 2. Cantonese Speaking
地點 Location	上午於辦公室下午會出外走訪診所及醫院 Morning will be in the office, Afternoon will be field base to visit clinics and hospitals	

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	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 Assisant
	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	7月1日至7月31日 1 July to 31 July
	工作時間 Working Hour	上午十時半至下午五時 10:30 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

(34)	公司 / 機構名稱 Name of Company / Organization	陳仲尼立法會議員辦事處 Office of Hon Rock Chen Chung Nin
	實習職位名稱 Job Title	議員助理 Legislative Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 研究及資料搜集 2. 傳媒聯絡活動 3. 文書工作 4. 協助處理及跟進投申訴個案 5. 任何其他附帶職務 <ol style="list-style-type: none"> 1. To conduct research and collect data 2. To liaise with media 3. To provide administrative support 4. To assist in handling and following up complaints 5. To assist in any other duties assigned
	實習日期 Internship Period	六月中旬至七月（暫定） June to July (TBC)
	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\$10,000元 HKD\$8,000 to \$10,000
	入職條件 Entry Requirements	<ol style="list-style-type: none"> 1. 良好中英書寫及溝通能力 2. 熟悉MS Office及中英文輸入 <ol style="list-style-type: none"> 1. Good command of both spoken and written English and Chinese 2. Proficient in MS office and both English and Chinese 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

(36)	公司 / 機構名稱 Name of Company / Organization	太平洋咖啡有限公司 Pacific Coffee Company Limited
	實習職位名稱 Job Title	咖啡師崗位 (含1至2星期辦公室工作體驗)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 前綫崗位工作 (咖啡沖調、店面清潔等) 2. 廚房餐飲製作 3. 每個崗位均包含1至2星期辦公室工作體驗, 瞭解餐飲業運營工作 <ol style="list-style-type: none"> 1. Prepare coffee and other beverages for employees 2. Maintain cleanliness and order within the work area 3. Salad and sandwiches help or Packager
	實習日期 Internship Period	七月至八月 July to August
	工作時間 Working Hour	九小時 9 hours
	薪酬 Remuneration	時薪港幣\$53元 HKD\$53 per hour
	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	各區門店、葵涌、上環 Any retail, Kwai Chung, Central	

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	太平洋咖啡有限公司 Pacific Coffee Company Limited
	實習職位名稱 Job Title	中央廚房餐食製作崗位（含1至2星期辦公室工作體驗）
	職責 Job Duties	<ol style="list-style-type: none"> 1. 前綫崗位工作（咖啡沖調、店面清潔等） 2. 廚房餐飲製作 3. 每個崗位均包含1至2星期辦公室工作體驗，瞭解餐飲業運營工作 <ol style="list-style-type: none"> 1. Prepare coffee and other beverages for employees 2. Maintain cleanliness and order within the work area 3. Salad and sandwiches help or Packager
	實習日期 Internship Period	七月至八月 July to August
	工作時間 Working Hour	九小時 9 hours
	薪酬 Remuneration	時薪港幣\$53元 HKD\$53 per hour
	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	各區門店、葵涌、上環 Any retail, Kwai Chung, Central

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	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 Summer Intern
	職責 Job Duties	<p>(諮詢) (職位代碼: PO - CS - 24)</p> <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 <p>Job Descriptions:(Consulting Stream)(Job code: PO - CS - 24)</p> <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	八星期 (六月至八月) 8 weeks (from June to August)
	工作時間 Working Hour	星期一至五, 上午九時半至下午六時 (銀行假期) Monday to Friday, 09:30 to 18:00 hrs. (Bank Holiday)
	薪酬 Remuneration	港幣\$9,800 - \$10,800元 HKD\$9,800 to \$10,800
	入職條件 Entry Requirements	<p>如果你是工商管理學士、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</p> <ol style="list-style-type: none"> 1. 對探索航空貨運 / 物流行業有強烈的熱情和熱忱 2. 富有創造力、精通數字技術、注重細節、積極主動且學習敏捷 3. 良好的分析、溝通和人際交往能力 4. 優秀的英語和中文書面和口語 <p>If you are 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</p> <ol style="list-style-type: none"> 1. Strong enthusiasm and passionate to explore air cargo / logistics industry

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

		<ol style="list-style-type: none">2. Creative, digital savvy, detail minded, proactive with high learning agility3. Good analytical, communication and interpersonal skills4. Excellent written and spoken English and Chinese
	工作經驗 Work Experiences	不需要 Not Required
	地點 Location	觀塘 / 荃灣 Kwun Tong / Tsuen Wan

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 Summer Intern
	職責 Job Duties	<p>(環保) (職位代碼: PO - ES - 24)</p> <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 <p>Job Descriptions: (Environmental Stream)(Job code: PO - ES - 24)</p> <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	八星期 (六月至八月) 8 weeks (From June to August)
	工作時間 Working Hour	星期一至五, 上午九時半至下午六時 (銀行假期) Monday to Friday, 09:30 to 18:00 hrs. (Bank holiday)
	薪酬 Remuneration	港幣\$9,800至\$10,800元 HKD\$9,800 to \$10,800
	入職條件 Entry Requirements	<p>如果你是工商管理學士、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</p> <ol style="list-style-type: none"> 1. 對探索航空貨運 / 物流行業有強烈的熱情和熱忱 2. 富有創造力、精通數字技術、注重細節、積極主動且學習敏捷 3. 良好的分析、溝通和人際交往能力 4. 優秀的英語和中文書面和口語 <p>If you are 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;</p> <ol style="list-style-type: none"> 1. Strong enthusiasm and passionate to explore air cargo / logistics industry 2. Creative, digital savvy, detail minded, proactive with high learning agility 3. Good analytical, communication and interpersonal skills 4. 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 / 荃灣 Kwun Tong / 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	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. 負責整體項目管理，根據項目要求，符合項目進度、成本、品質、法定和安全要求 2. 與客戶確定最終產品規格並制定整體項目進度 3. 為團隊和客戶 / 終端客戶提供技術支援 4. 與團隊、客戶和承包商協調以完成項目並符合交付進度 5. 報告項目的任何風險、問題或成本 6. 與客戶會面並處理技術問題 7. 管理項目文件，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、每週項目進度、問題日誌、專利等；及 8. 處理臨時項目 <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; and 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 hour)
薪酬 Remuneration	每月港幣\$8,000至\$11,000元 HKD\$8,000 to \$11,000	

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

<p>入職條件 Entry Requirements</p>	<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，持高等學歷為優 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
<p>工作經驗 Work Experiences</p>	<ol style="list-style-type: none"> 1. 精通C / C++或熟習其他程式設計語言(Python / C#) 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.
<p>地點 Location</p>	<p>數碼港 / 科學園 Cyberport / Science Park</p>

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	軟件工程實習生 (人工智能 / 機器學習程式) Software Engineering Intern (AI / Machine Learning Programming)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 具備圖像處理、機器學習或深度學習開發模型經驗 2. 熟識深度學習平台 (OpenCV、TensorFlow、PyTorch、Yolo) 3. 具備整合開源或第三方應用程式介面和平台的經驗 4. 熟識Linux (Ubuntu) / Windows Server <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 1hour lunch hour)
	薪酬 Remuneration	每月港幣\$8,000至\$11,000元 HKD\$8,000 to \$11,000
	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，持高等學歷為優 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++或熟習其他程式設計語言(Python / C#) 2. 良好溝通、人際技巧、專業知識及組織能力

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

		<p>3. 積極主動，勇於求變。</p> <p>1. Proficient in C/C++/ Python programming language;</p> <p>2. Excellent communication, interpersonal, technical, and organizational skills</p> <p>3. Proactive, take initiatives and challenge the status quo.</p>
	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	控制工程實習生（機械人和自動化系統） Control Engineering Intern (Robotics and Automation System)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 負責公司項目及研發部門，協助研發機械人 / 自動化系統（引擎、感測器、電子、軟件、機械人手臂、自動導向車及其他設備） 2. 設計客製化機器人或自動化系統的控制系統提供技術支援 3. 負責為實驗裝置及實地試驗，設計系統、微調及提供技術支援 4. 負責解決各機械系統的錯誤及修復 5. 協助系統開發員或人工智能開發員整合機械系統 6. 準備系統相關文件，包括：示意圖、方塊圖、程式編寫、評估報告、運作及維修手冊等 <ol style="list-style-type: none"> 1. Responsible for the development of robots / automation system for projects and R&D (Motors, Sensors, Electronics, Software, Robot Arm, AGV, and other devices) 2. Designing the control system and motor control of custom - made robots or automation systems 3. In charge of system design, fine - tuning and technical support for experimental set - ups and field trials 4. Debugging and problem - solving on different robotic systems 5. Responsible in cooperate with system developer or AI developer to integrate the robotic systems 6. 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 1 hour lunch hour)
	薪酬 Remuneration	每月港幣\$8,000至\$11,000元 HKD\$8,000 to \$11,000
	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，持高等學歷為優

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

		<ol style="list-style-type: none"> 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
	<p>工作經驗 Work Experiences</p>	<ol style="list-style-type: none"> 1. 精通C / C++或熟習其他程式設計語言(Python / C#) 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.
	<p>地點 Location</p>	<p>數碼港 / 科學園 Cyberport / Science Park</p>

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	控制工程實習生（機械人和自動化系統） Control Engineering Intern (Robotics and Automation System)
	職責 Job Duties	<ol style="list-style-type: none"> 1. 負責公司項目及研發部門，協助研發機械人 / 自動化系統（引擎、感測器、電子、軟件、機械人手臂、自動導向車及其他設備） 2. 設計客製化機器人或自動化系統的控制系統提供技術支援 3. 負責為實驗裝置及實地試驗，設計系統、微調及提供技術支援 4. 負責解決各機械系統的錯誤及修復 5. 協助系統開發員或人工智能開發員整合機械系統 6. 準備系統相關文件，包括：示意圖、方塊圖、程式編寫、評估報告、運作及維修手冊等 <ol style="list-style-type: none"> 1. Responsible for the development of robots / automation system for projects and R&D (Motors, Sensors, Electronics, Software, Robot Arm, AGV, and other devices) 2. Designing the control system and motor control of custom - made robots or automation systems 3. In charge of system design, fine - tuning and technical support for experimental set - ups and field trials 4. Debugging and problem - solving on different robotic systems 5. Responsible in cooperate with system developer or AI developer to integrate the robotic systems 6. 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 1 hour lunch hour)
	薪酬 Remuneration	每月港幣\$8,000至\$11,000元 HKD\$8,000 to \$11,000
	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，持高等學歷為優

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

		<ul style="list-style-type: none"> 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
	<p>工作經驗 Work Experiences</p>	<ul style="list-style-type: none"> 1. 精通C / C++或熟習其他程式設計語言(Python / C#) ; 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.
	<p>地點 Location</p>	<p>數碼港 / 科學園 Cyberport / Science Park</p>

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	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	<ol style="list-style-type: none"> 1. 審閱、核實文件、協議書、證書並上載到數據庫 2. 審閱個案狀況並在數據庫上記錄最新狀況 3. 準備個案進展狀況報告 <ol style="list-style-type: none"> 1. Review, verify and upload documents, agreements, certificate on database 2. Review cases and update status on database 3. Prepare status reports
	實習日期 Internship Period	6月17日至8月30日 (實習期最少兩個月) 17 June to 30 August (Please note that we 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	大學生主修會計或經濟或英語 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

(46)	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，包括物業單位參觀準備租務文件和發票 2. 定期向地產代理更新單位空缺情況 3. 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 Research and cold call on potential clients
	實習日期 Internship Period	六月至八月 June to August
	工作時間 Working Hour	上午九時至下午六時 09:00 to 18:00 hrs.
	薪酬 Remuneration	時薪港幣40元 HKD\$40 per hour
	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
	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	6月17日至8月9日 17 June to 9 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	實習生津貼：日薪\$350 Internship allowance: 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; Knowledge about handling graphic software, e.g. AI, 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 Ltd
	實習職位名稱 Job Title	節目製作助理 Production Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 熟悉社交媒體管理和網上資料，對社交媒體進行市場研究、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、照片拍攝等支援 4. 協助跟蹤項目進度、工作進展匯報工作 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. Familiar with managing social media and online information and conducting online market research and competitor analysis etc 2. Manage social media, including operation, content management, planning and releasing, etc 3. Provide copywriting, graphic design and photo shooting supports 4. Assist in tracking project progress and reporting project progress 5. Producing music and videos 6. Assist in formulating marketing plan 7. Support team work
	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 (From June to August)
	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\$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. 公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑 / 學位優先考慮 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（包括Keynote、Pages等）的使用和操作更佳 5. 懂使用Adobe Illustrator、Adobe Photoshop、繪圖和平面設計技巧等更佳 6. 具有中階拍照和攝影技巧者更佳

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 will be an advantage2. Good command of written Chinese and English3. Interested in entertainment, social media and multimedia industries4. Familiar with the use of Macintosh system (including Keynote, Pages, etc) will be an advantage5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage6. 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

(50)	公司 / 機構名稱 Name of Company / Organization	天順上創文化有限公司 Sky Express Creations Ltd
	實習職位名稱 Job Title	編輯助理 Edit Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 熟悉社交媒體管理和網上資料，對社交媒體進行市場研究、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、照片拍攝等支援 4. 協助跟蹤項目進度、工作進展匯報工作 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. Familiar with managing social media and online information and conducting online market research and competitor analysis etc. 2. Manage social media, including operation, content management, planning and releasing, etc. 3. Provide copywriting, graphic design and photo shooting supports. 4. Assist in tracking project progress and reporting project progress. 5. Producing music and videos 6. Assist in formulating marketing plan 7. Support team work
	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 (From June to August)
	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\$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. 公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑 / 學位優先考慮 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（包括Keynote、Pages等）的使用和操作更佳 5. 懂使用Adobe Illustrator、Adobe Photoshop、繪圖和平面設計技巧等更佳 6. 具有中階拍照和攝影技巧者更佳

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 will be an advantage2. Good command of written Chinese and English3. Interested in entertainment, social media and multimedia industries4. Familiar with the use of Macintosh system (including Keynote, Pages, etc) will be an advantage5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage6. 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 Ltd
	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. 熟悉社交媒體管理和網上資料，對社交媒體進行市場研究、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、照片拍攝等支援 4. 協助跟蹤項目進度、工作進展匯報工作 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. Familiar with managing social media and online information and conducting online market research and competitor analysis etc. 2. Manage social media, including operation, content management, planning and releasing, etc. 3. Provide copywriting, graphic design and photo shooting supports. 4. Assist in tracking project progress and reporting project progress. 5. Producing music and videos 6. Assist in formulating marketing plan 7. Support team work
	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 (From June to August)
	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\$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. 公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑 / 學位優先考慮 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（包括Keynote、Pages等）的使用和操作更佳 5. 懂使用Adobe Illustrator、Adobe Photoshop、繪圖和平面設計技巧等更佳 6. 具有中階拍照和攝影技巧者更佳

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 will be an advantage2. Good command of written Chinese and English3. Interested in entertainment, social media and multimedia industries4. Familiar with the use of Macintosh system (including Keynote, Pages, etc) will be an advantage5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage6. 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

(52)	公司 / 機構名稱 Name of Company / Organization	天順上創文化有限公司 Sky Express Creations Ltd
	實習職位名稱 Job Title	市場推廣助理 Marketing Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 熟悉社交媒體管理和網上資料，對社交媒體進行市場研究、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、照片拍攝等支援 4. 協助跟蹤項目進度、工作進展匯報工作 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. Familiar with managing social media and online information and conducting online market research and competitor analysis etc. 2. Manage social media, including operation, content management, planning and releasing, etc. 3. Provide copywriting, graphic design and photo shooting supports. 4. Assist in tracking project progress and reporting project progress. 5. Producing music and videos 6. Assist in formulating marketing plan 7. Support team work
	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 (From June to August)
	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\$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. 公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑 / 學位優先考慮 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（包括Keynote、Pages等）的使用和操作更佳 5. 懂使用Adobe Illustrator、Adobe Photoshop、繪圖和平面設計技巧等更佳 6. 具有中階拍照和攝影技巧者更佳

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 will be an advantage2. Good command of written Chinese and English3. Interested in entertainment, social media and multimedia industries4. Familiar with the use of Macintosh system (including Keynote, Pages, etc) will be an advantage5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage6. 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

(53)	公司 / 機構名稱 Name of Company / Organization	天順上創文化有限公司 Sky Express Creations Ltd
	實習職位名稱 Job Title	音樂製作助理 Music Production Assistant
	職責 Job Duties	<ol style="list-style-type: none"> 1. 熟悉社交媒體管理和網上資料，對社交媒體進行市場研究、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、照片拍攝等支援 4. 協助跟蹤項目進度、工作進展匯報工作 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. Familiar with managing social media and online information and conducting online market research and competitor analysis etc 2. Manage social media, including operation, content management, planning and releasing, etc. 3. Provide copywriting, graphic design and photo shooting supports 4. Assist in tracking project progress and reporting project progress 5. Producing music and videos 6. Assist in formulating marketing plan 7. Support team work
	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 (From June to August)
	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\$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. 公共關係、市場行銷、傳播、多媒體或新聞相關學科的文憑 / 學位優先考慮 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（包括Keynote、Pages等）的使用和操作更佳 5. 懂使用Adobe Illustrator、Adobe Photoshop、繪圖和平面設計技巧等更佳 6. 具有中階拍照和攝影技巧者更佳

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 will be an advantage2. Good command of written Chinese and English3. Interested in entertainment, social media and multimedia industries4. Familiar with the use of Macintosh system (including Keynote, Pages, etc) will be an advantage5. Knowledge in Adobe Illustrator, Adobe Photoshop and graphic design skills will be an advantage6. 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

(54)	公司 / 機構名稱 Name of Company / Organization	科暉有限公司 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	七月至八月 July to August
	工作時間 Working Hour	星期一至五，上午九至下午六時（九小時） Monday to Friday, 09:00 to 18:00 hrs. (9 hours.)
	薪酬 Remuneration	時薪港幣\$40（每月港幣約\$7,040） HKD\$40 per hour (Around HKD\$7,040 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、 2. 創意媒體或相關學科的專上教育學歷 3. 思想創新、性格主動和獨立 4. 良好的中英文書寫能力、溝通能力 5. 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 2. Communications, Marketing, Multi - media, Creative Media, or related discipline 3. Innovative, proactive and independent 4. Good Chinese and English writing skill communication skill 5. 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 / or 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

(60)	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. 收集並整合相關採購和協議信息 2. 啟動、更新和記錄專案追蹤表 3. 跟進專案進度並向專案負責人更新狀況 4. 對不同供應商的價格 / 商業條款等進行比較 5. 準備並促進審查會議，並與 SCM 和跨站點 / 職能團隊整合意見 / 意見 6. 與供應商溝通臨時任務 7. 進行 UAT 並準備 Oracle / Orion 使用者指南 8. 根據使用者指南溝通和培訓供應商使用所需的IT系統 / 工具 9. 了解並總結這些程序和記錄的當前實施狀況 10. 準備客戶 ASN 的使用手冊 <ol style="list-style-type: none"> 1. Collect and consolidate relevant purchasing and agreement information 2. Initiate, update, and document the project track sheet 3. Follow up the project status and update to project leader 4. Benchmarking the different suppliers' price / commercial term, etc. 5. Prepare and facilitate review meeting and consolidate input / comments with SCM and cross site / functional teams 6. Communicate with suppliers for ad hoc task 7. Conduct UAT & Prepare Oracle / Orion user guide 8. Communicate and train suppliers to use required IT system / tools according to user guideline 9. Understand and summarize current implementation status of those procedures and records 10. Prepare the user manual for customer's ASN.
	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 17:30 hrs.
薪酬 Remuneration	時薪\$56元 HKD\$56 per hour	
入職條件 Entry	<ol style="list-style-type: none"> 1. 大專或大學程度 2. 良好英文寫作能力 	

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

Requirements	<p>3. 中英文，會說普通話更好</p> <p>1. 2nd or 3rd year undergraduate</p> <p>2. Good English writing</p> <p>3. Fluent in English and Cantonese, Mandarin is a plus</p>
<p>工作經驗 Work Experiences</p>	<p>1. 專案或專案計劃管理經驗</p> <p>2. 能與多個地區 / 國家的人進行交流</p> <p>3. 良好的溝通與人際溝通能力</p> <p>4. 良好的邏輯思維</p> <p>5. 能夠在多元化和動態的環境中工作</p> <p>1. Experience in project or program management</p> <p>2. Able to communicate with people from multi - regions / countries</p> <p>3. Good communication and interpersonal skills</p> <p>4. Good logical thinking</p> <p>5. Ability to work in a diverse and dynamic environment</p>
<p>地點 Location</p>	<p>沙田 Sha Tin</p>

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**2024年5月13日**。Unless otherwise specified, the application closing date will be **13 May 2024**.