

Jun Hui International Finance Limited is now offering 1 vacancy of summer interns from May to August 2024 to United College Students majoring in BBA Programme:

Name of Firm/ Organisation	Jun Hui International Finance Limited
Related Website	www.junhui.com.hk
Department/Unit	Corporate Finance Department
Job title	Assistant to Managing Director
No. of Vacancies	1
Job Description	<ul style="list-style-type: none"> - perform market research on corporate finance projects - provide preliminary analysis on market and industry data - provide analysis on financial reports from listed companies - draft PowerPoint for project presentations - under supervision of Managing Director, participate in corporate finance projects
Experience and Qualifications	<ul style="list-style-type: none"> - fluent in speaking Putonghua, English and Cantonese - proficient in English and Chinese writing - have basic accounting and finance knowledge - willing to work independently
Working Period	May to August 2024
Working Hours	4-8 hours / 2-5 days/week
Work Address	Unit 1406, Office Plus, 93 - 103 Wing Lok Street, Sheung Wan, Hong Kong
Application Method(s)	Email your CV and cover letter to: Tina.tian@junhui.com.hk
Application deadline	15 April 2024
Contact Person	Ms Tina Tian

What The Group Limited is now offering 1 vacancy of summer interns from May to August 2024 to United College Students majoring in BBA Programme:

Name of Firm/ Organisation	What The Group Limited
Department/Unit	Marketing
Job title	Marketing & Operation Assistant
No. of Vacancies	1
Job Description	<ul style="list-style-type: none"> - Develop holistic marketing programs for our brands to achieve desirable brand building, positioning strategies & business objectives. - Negotiate and cooperate with business partners to develop a marketing plan. - Plan and organize the event, e.g. exhibition, outdoor event - Assist in product operation process - Ad hoc daily work
Experience and Qualifications	<ul style="list-style-type: none"> - Studying in Marketing / Business or related disciplines - Responsible, independent, self-motivated, creative and people-oriented. - Passionate at work, willing to take challenge - Excellent command of written and spoken English & Chinese
Working Period	May to August 2024
Working Hours	9 hrs x 5
Work Address	Room 12, 11/F, Kwai Cheong Centre, No.50 Kwai Cheong Road, Kwai Chung, N.T.
Application Method(s)	Email your CV and cover letter to: miki@frescogroupltd.com
Application deadline	15 April 2024
Contact Person	Ms Miki Lo

WYNI Technology Limited is now offering 2 vacancies of summer interns from 1 June to 31 August 2024 to United College Students majoring in BBA Programme:

Name of Firm/ Organisation	WYNI Technology Limited
Related Website	https://www.wyni.technology/
Department/Unit	Project Management
Job title	Project Coordinator
No. of Vacancies	2
Job Description	<p>As a Project Coordinator Intern, you will play a crucial role in supporting our project management team in the planning, execution, and monitoring of various projects. You will collaborate with team members to ensure projects are completed on time and within scope. This internship provides a valuable opportunity to gain hands-on experience in project management and develop essential skills for a successful career in this field.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> - Assist in project planning, scheduling, and coordination activities. - Collaborate with team members to gather project requirements and ensure clarity of project goals. - Track project progress and report updates to the project manager. - Help in the preparation of project documentation, including project plans, timelines, and status reports. - Communicate with stakeholders to collect and disseminate project information. - Attend project meetings and contribute to discussions regarding project goals and progress. - Support the team in identifying and resolving project issues and risks. - Perform administrative tasks to ensure smooth project operations.
Experience and Qualifications	<p>Educational Background:</p> <ul style="list-style-type: none"> - Prefer to have currently pursuing or recently completed a degree in computer science, business administration, or a related field. - Communication Skills: Strong verbal and written communication skills to interact effectively with team members and stakeholders. - Organisational Skills: Excellent organizational skills and attention to detail to manage multiple tasks and deadlines. - Team Player: Ability to work collaboratively in a team-oriented environment.

	<ul style="list-style-type: none"> - Adaptability: Willingness to learn and adapt to new challenges in a dynamic work environment. - Analytical Skills: Basic analytical and problem-solving skills.
Working Period	1 June - 31 August 2024
Working Hours	8 hours x 5 Days
Work Address	Unit 06, 25/F, Metroplaza Tower II, 223 Hing Fong Road, Kwai Chung, N.T.
Application Method(s)	Email your CV and cover letter to: winnie.leung@wyni.technology
Application deadline	15 April 2024
Contact Person	Ms Winnie Leung