**Local Summer Internship Programme 2024**

**Internship Offering Form**

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| **COMPANY / ORGANISATION INFORMATION** |
| **Name of Company / Organization:** |  |  |
| **Nature of Business:** |  |  |
| **Address of Company / Organization:** |  |  |
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| **Email of Company / Organization:** |  | **Website:** |  |  |
| **Organization Information Enclosed:** | Business Registration Cert.  Annual Report / Brochure / Pamphlet  |  |
| **No. of Staff in HK** (approx.)**:** |  | **No. of Staff Worldwide** (approx.) (if applicable): |  |  |
| **Contact Person *Name:*** | Mr Miss Ms Mrs |  |  |  |
| ***Position / Title:*** |  |  |
| ***Department:*** |  | ***Tel:*** |  |  |
| ***Email:*** |  | ***Fax:*** |  |  |
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| **INTERNSHIP INFORMATION** |
| **Internship Position / Title:** |  |  |
| **Department / Unit:**  |  |  |
| **No. of Intern(s) Required:** |  | **Nature:** | Full-Time  Part-Time  Project-based |  |
| **Internship Period (DD/MM/YYYY):** | **From** |  | **To** |  |  |
| **Allowances (HK$):** |  |  per hour  per day  per week  per month  fixed sum |  |
| **Insurance Coverage:** |  Yes  No | Please specify (if applicable): |  |  |
| **Address of Internship Location :***(if different from the aforementioned company address)* |  |  |
| **Discipline(s) of Study Preferred:***(please select* *more than one* *if applicable)**(we will try to nominate students of your preferred disciplines as far as possible)* |  **No Preference**

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|  Accounting Accounting and Corporate Governance Animation and Digital Arts Business Psychology China and Asia Pacific Studies Chinese Chinese Literature, History and Philosophy Contemporary English Studies Creative Media Industries Cultural Studies Data Science Digital Business e-Business Economics Film and Media Studies Film and Visual Arts Finance Global Development and Sustainability Global Economics and Banking Global Liberal Arts |  Global Studies Government and International Affairs Health and Social Services Management History Human Resource Management Human Resource Management and Entrepreneurship International Economy and Politics Marketing Marketing and Social Media Philosophy Psychology Public Management and Smart Governance Risk and Insurance Management Social and Public Policy Studies Sociology Sports Coaching and Event Management Translation Translation, Cross-Cultural Studies and Corporate Communication Visual Studies |

 | **Year(s) of Study Preferred:**  1 2 3 |  |
| **Job Descriptions / Duties:***(please use additional sheets if necessary)* |  |  |
| **Job Requirements:***(please use additional sheets if necessary)* |  |