

Hong Kong Association of Youth Development

HKAYD Youth Local Internship Program 2022

Job List for Tertiary Student

About Chinachem Group:

Rooted in Hong Kong since 1960, Chinachem Group (CCG) has grown up alongside its home city for the past 60 years. From a small chemical products enterprise in 1960 to a major real estate developer today, CCG has gone through all Hong Kong's ups and downs with its residents.

- Chinachem Group is now looking for interns for following positions:

Job Reference Code : C12.1

INFORMATION TECHNOLOGY AND SOLUTIONS (SERVICE DESK)

Period: Not more than 8 weeks

Job Responsibilities and Requirements:

- Develops new elements on our Learning Fun Yammer Channel
- Explores new methods and topics by understanding the business needs of our internal stakeholders
- Designs training checklists for internal use
- Students from Bachelor Degree Year 1 and above preferably in Computing, Information System, Business, or related discipline
- Have a great passion in digital solutions and technology
- Good written English and Chinese
- Well organized and a good team player

Job Reference Code : C12.2

INFORMATION TECHNOLOGY AND SOLUTIONS (ERP)

Period: Not more than 8 weeks

Job Responsibilities and Requirements:

- Helps to improve data quality of CCG leasing system
- Participates in the system project to distinguish before and after data improvements
- Identifies the essential information how a leasing business runs
- Students from BBA or related disciplines is welcome
- Independent and detail-minded
- Willing to learn and explore

Job Reference Code : C12.3

PROJECT – DESIGN

Period: Not more than 8 weeks

Job responsibilities and Requirements:

- Conducts research and site analysis
- Prepares presentation packages for projects
- Students studying Architecture / Urban Planning / Interior Design is an advantage
- Familiar with Microsoft Office and Google Sketch up

Job Reference Code : C12.4

LEASING - LEASING MARKETING

Period: Not more than 8 weeks

Job Responsibilities and Requirements:

- Supports leasing marketing in various promotions / campaign launch

- Assists in developing Below the Line material (promotional flyer, poster) and carries out the execution of logistic workflow (e.g. cash coupon data input for statistical analysis and campaign result review)
 - Provides on-site support for promotions in malls
 - Takes care of daily administrative tasks for whole team (e.g. maintenance for DMS)
 - Students from BBA / Marketing is preferred
 - Proficiency in MS Excel and PowerPoint
- Nina Hospitality Group is a hotel brand owned by Chinachem Group. They are also looking for interns for following position.

Job Reference Code : C13.1

GROUP OPERATIONS AND HYGIENE DEPARTMENT

Period: 1 Month

Location: Nina Hospitality Group Office

Preferred to have students studying hospitality / tourism

Job Reference Code : C13.2

F&B SERVICE, WESTERN RESTAURANT

Period: 1 Month

Location: Nina Hotel Tsuen Wan West

Preferred to have students studying hospitality / tourism

Job Reference Code : C13.3

F&B SERVICE, CHINESE RESTAURANT

Period: 1 Month

Location: Nina Hotel Tsuen Wan West

Preferred to have students studying hospitality / tourism

Job Reference Code : C13.4

RESERVATION

Period: 1 Month

Location: Nina Hotel Tsuen Wan West

Preferred to have students studying hospitality / tourism

Job Reference Code : C13.5

HR DEPARTMENT

Period: 1 Month

Location: Nina Hotel Causeway Bay (Quarantine Hotel)

Preferred to have students studying hospitality / tourism

Job Reference Code : C13.6

SERVICE CALL CENTER

Period: 1 Month

Location: Nina Hotel Island South (Quarantine Hotel)

Preferred to have students studying hospitality / tourism

Job Reference Code : C13.7

COMMERCIAL DEPARTMENT

Period: 1 Month

Location: Nina Hotel Kowloon East (Quarantine Hotel)

Preferred to have students studying hospitality / tourism

How to Apply:

Please do the online application by below link:

<https://forms.gle/nWQtrEQZvVeJwdrn6>

Please send us your CV to ray.chan@hkayd.org.hk after completing the online application form.