Intimex Business Solution Co., Ltd
Internship Opportunity

Internship Information
Nature of Business: Information Technology
Position: Internet Marketing Assistant
Internship Period: March 2016 to April 2016, June 2016 to August 2016
Allowance: HK$ 32.5/hour
Working Hours: 10:00-13:30, 14:30-19:00 (8 hours per day)
No. of Vacancy: 3
Working Location: Cheung Sha Wan
Enrolment Deadline: 2 March 2016 (Wednesday)

Description of Duties
❖ Develop effective Internet Marketing Strategy for the company as well as the clients
❖ Follow up progress of different website projects
❖ Provide pre and after-sales support and service to clients
❖ Supporting the marketing team and other colleagues

Job Requirements
❖ Presentable and good communication skills

Preferred Concentration Studies
AD: Business Administration; Computing Studies; Creative Communication; Creative Digital Media Design; Creative Media Writing; Film, Television and Digital Media Studies; Financial Management; Marketing; Media Communication; Professional Accountancy; Tourism and Hospitality Management

UG: Accountancy; Human Resources Management; Marketing

Interview Session
Date: 10 March 2016 (Thursday)
Time and Venue: SCE Tower, Kowloon Tong Campus

Selected applicants will be notified by email regarding details of the interview, please check your email account regularly for updates.

Enrolment: Download application form:
SDC website: http://www.cie.hkbu.edu.hk/sds/ (Activity Enrollment > Internship / Job Opportunities)
❖ Completed form with detailed CV and academic transcripts should reach the Student Development Centre, 6/F Shek Mun Campus or the “Student Development Centre — Collection Box” at 8/F, SCE Tower, Kowloon Tong Campus before 5:30p.m., 2 March 2016 (Wednesday)
❖ Application with incomplete documents will not be entertained.

Enquiry: Ms. Sally Lo (3411-3302 / sallylo@hkbu.edu.hk)