**Student Internship Programme (SIP)**

**Details of the Internship Position Offered**

Applicant should fill in this form to provide the details of internship position to be offered under the SIP. Please fill in ONE position on EACH form and upload ALL forms with your Participating Employer (PE) application. Internship positions would be posted to the WAM dedicated website (<https://www.wamtalent.org.hk/>) after approval by the Vetting Committee.

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| --- | --- | --- |
| Name of PE: |  | |
| Hiring Company[[1]](#footnote-2) (if applicable): |  | |
| Working Location: |  | |
| Position Title: |  | |
| Department: |  | |
| Job Category[[2]](#footnote-3): | Asset Management (A) / Wealth Management (W) \* **AND**  Front (F) / Middle (M) / Back (B) Office or / Mixed (X) \* | |
| Number of Positions: |  | |
| Internship Duration[[3]](#footnote-4): | months | |
| Remuneration (HK$)[[4]](#footnote-5): | (per month / week / day / hour \*) | |
| Earliest Commencement Date (DD/MM/YYYY): | |  |
| Posting Period (DD/MM/YYYY to DD/MM/YYYY): | |  |
| Normal Working Hours  (e.g. Mon to Fri 09:00 to 18:00) |  | |
| Main Duties: | 1.  2.  3.  4.  5. | |
| Requirements:  (Academic qualifications or attainment e.g. GPA and/or other skill set) | 1.  2.  3.  4.  5. | |
| Other relevant information  (if any, e.g. need to access employer’s recruitment portal, career prospects, etc) | 1.  2. | |

1. Applicable if intern(s) will be hired through group member company of the PE company. [↑](#footnote-ref-2)
2. Please refer to Appendix 1 of the Guide for Participating Employers. [↑](#footnote-ref-3)
3. A PE will be subsidised for up to 80% or HK$8,000 (whichever is lower) of the honorarium paid to the intern on a monthly basis, up to a maximum of 3 months per financial year (which starts from 1 April and ends on 31 March of the following calendar year) for each student intern. [↑](#footnote-ref-4)
4. The remuneration information is provided for the HKSI Institute’s internal record only and will not be publicised. The remuneration level should be determined in full compliance with all applicable and relevant local legislation and statutory requirements in relation to employment and is clearly specified in the employment contract. [↑](#footnote-ref-5)