



## Summer Internship Programme 2017 – Asset and Wealth Management Sector

Internship Position number : **1701AB02**

Company Name :	Allianz Global Investors GmbH					
Website Address :	<a href="http://www.allianzgi.com">www.allianzgi.com</a>					
Position Title :	Intern (Legal)			Job Cat :	AB	
Number of Positions :	1		Internship Duration:	8 - 10 Weeks		
Main Duties :						
1. Work with Legal Counsel to review fund documents						
2. Conduct legal research						
3. Maintain contracts database, signature approval form and company secretarial records						
4. Update investment management agreement matrix and SFC circular index						
5. Support ad hoc projects						
6. Take up any other tasks assigned by supervisor						
Requirements :						
1. University student with major in Law, Business, Finance or related discipline preferred						
2. Proficient in MS Office applications						
3. Good command of spoken and written English						
4. Good team player, self-motivated						
5. Can-do attitude and good time management						
6. Relevant experience will be an added advantage						
Working Location :	Central, Hong Kong					
Working Hours :	Mon to Fri	9:00 am	to	5:45 pm	Meal Break	1 hour
	Sat	-	to	-	Meal Break	-
Other Supplementary Information :						