



Summer Internship Programme 2017 – Asset and Wealth Management Sector

Internship Position number : **1711AB01**

Company Name :	CSOP Asset Management Limited					
Website Address :	www.csopasset.com					
Position Title :	Legal & Compliance Intern				Job Cat :	AB
Number of Positions :	1	Internship Duration:	8 Weeks			
Main Duties :						
1. Work with the Legal and Compliance department in support of all their activities						
2. Assist to do documents translation and prepare legal documents						
3. Running office errands						
4. Any other ad hoc tasks as assigned						
Requirements :						
1. Aspire to learn about Asset Management						
2. Law or other related disciplines with emphases on logical thinking and writing skills preferably						
3. Good academic results with a GPA of 3.3 or above, or equivalent						
4. Good communication skills, proficient in both written and spoken English and Mandarin						
5. Available full-time during the internship period						
Working Location :	Central, HK					
Working Hours :	Mon to Fri	8:30	to	5:30	Meal Break	1 hour
	Sat	N/A	to	N/A	Meal Break	
Other Supplementary Information :						