



Summer Internship Programme 2018 – Asset and Wealth Management Sector

Internship Position number : **1814WB01**

Company Name :	Beevest Securities Limited					
Website Address :	www.beevestsec.com					
Position Title :	Internal Operation Trainee				Job Cat	WB
Number of Positions :	1	Internship Duration:		8 Weeks		
Main Duties : 1. Assist in IT system support 2. Assistant in processing of settlement 3. Ad hoc duties as assigned by supervisor						
Requirements: <i>(Academic qualifications and/or other skills set)</i> <i>(If there are specific academic attainment requirements such as GPA, please specify.)</i> 1. Students of University studying a Bachelor Degree with major in Computer Science, Business Administration or System Management or other related discipline 2. Excellent communications and interpersonal skills and able to work independently 3. Strong interest in Finance and Investment 4. Proficiency in English, Cantonese, and Mandarin						
Working Location :	Tsim Sha Tsui					
Working Hours :	Mon to Fri	8:30	to	17:30	Meal Break	12:00-13:15
	Sat	-	to	-	Meal Break	-
Other Supplementary Information <i>(eg. Any need for student applicants to directly access the employer's recruitment portal, reporting hierarchy, career prospects etc.)</i>						