



## Summer Internship Programme 2018 – Asset and Wealth Management Sector

Internship Position number : **1841WM03**

Company Name :	BCT Group – BCT Financial Limited					
Website Address :	www.bcthk.com					
Position Title :	Associate, Marketing & Corporate Communications				Job Cat	WM
Number of Positions :	1	Internship Duration:	8 Weeks			
Main Duties : 1. Assist in executing promotional campaigns / programmes / events to achieve business objectives. 2. Provide support in investor education initiatives 3. Provide general administration support (e.g. record management and research & analytics, etc.)						
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. Major in Marketing, Business or Economics 2. Good analytical skills and communication skills 3. Excellent in PowerPoint and Excel						
Working Location :	Sheung Wan					
Working Hours :	Mon to Fri	9:00am	to	6:00pm	Meal Break	12:15pm – 1:30pm
	Sat	Off	to	Off	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>						