



Summer Internship Programme 2019 – Asset and Wealth Management Sector

Internship Position number : **1911AB07**

Company Name :	CSOP Asset Management Limited					
Website Address :	www.csopasset.com					
Position Title :	Compliance Intern				Job Cat	AB
Number of Positions :	1		Internship Duration:	8 Weeks		
Main Duties :						
<ol style="list-style-type: none">1. Assisting with compliance related projects, which may include reviewing and providing input on policy updates2. Assisting with account opening document review and preparing documents required by third party vendors3. Updating compliance training slides and assist with creating training content, where appropriate4. Work with the Legal & Compliance Department in support of all of their activities5. Run office errands6. Any other ad hoc tasks as assigned						
Requirements: <i>(Academic qualifications and/or other skills set)</i> <i>(If there are specific academic attainment requirements such as GPA, please specify.)</i>						
<ol style="list-style-type: none">1. Year 3 or above non-final year undergraduates who have internship experiences before2. Aspire to learn about Asset Management3. Good academic results with a CGPA of 3.2 or above, or equivalent4. Good communication skills, proficient in both written and spoken English and Mandarin						
Working Location :	Central, Hong Kong					
Working Hours :	Mon to Fri	8:30	to	17:30	Meal Break	12:00-13:00
	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>						