提升資產財富管理業人才培訓先導計劃
Pilot Programme to Enhance Talent Training for the Asset and Wealth Management Sector

主辦單位： 香港特別行政區政府財經事務及庫務局
Organiser: Financial Services and the Treasury Bureau of the HKSAR Government

執行伙伴： 香港證券及投資學會
Implementation agent: Hong Kong Securities and Investment Institute

Summer Internship Programme 2019 –
Asset and Wealth Management Sector

Internship Position number : **1943WB01**

Company Name :	CASH Wealth Management Limited		
Website Address :	www.cfsg.com.hk		
Position Title :	Summer Intern (Client Services / Settlement)	Job Cat	WB
Number of Positions :	2	Internship Duration:	8-12 Weeks

Main Duties :

1. Assist in day-to-day operational activities

2. Prepare daily transaction records & various types of trading reports

3. Involve in business development, internal operations review and financial information collection for the purpose of conducting financial market analysis

4. Prepare presentation and seminar

5. Implement policies and procedures

Requirements: *(Academic qualifications and/or other skills set)*

(If there are specific academic attainment requirements such as GPA, please specify.)

1. Undergraduates studying in Business Administration, Economics, Finance or other related disciplines

2. Good knowledge of MS Office and Chinese word processing

3. Proactive, enthusiastic, responsible and a good team player with excellent communication skills

4. Good command of spoken and written English and Chinese

5. Fluency in Mandarin is preferable

Working Location :	Sheung Wan					
Working Hours :	Mon to Fri	9am	to	6pm	Meal Break	12noon - 1pm
	Sat		to		Meal Break	

Other Supplementary Information *(eg. Any need for student applicants to directly access the employer's recruitment portal, reporting hierarchy, career prospects etc.)*