



Summer Internship Programme 2019 – Asset and Wealth Management Sector

Internship Position number : **1943WM03**

Company Name :	CASH Wealth Management Limited					
Website Address :	www.cfsg.com.hk					
Position Title :	Summer Intern (Sales Support)				Job Cat	WM
Number of Positions :	1	Internship Duration:		8-12 Weeks		
Main Duties :						
1. Co-ordinate with different product providers to arrange product training to consultant team						
2. Assist sales support team in providing timely assistance in business development						
3. Handle different enquiries from both external clients and internal consultants						
4. Assist in maintaining internal systems for sales support						
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. Undergraduates studying in Business Administration, Economics, Finance, Management or other related disciplines						
2. Proactive, enthusiastic, responsible and a good team player with excellent communication skills						
3. Excellent knowledge of MS Office and English and Chinese word processing						
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 <i>(eg. Any need for student applicants to directly access the employer's recruitment portal, reporting hierarchy, career prospects etc.)</i>						