## The Student Centre C1465

**2022 Summer Internship: Tai Hing Worldwide Development Limited**

Tai Hing was founded in 1989 and it is committed to serving customers with the best quality products and services, and making positive contributions to the community from time to time. Through years of hard work, Tai Hing Group has expanded from one standalone restaurant to a chain of over 200 restaurants under multiple brands, serving a variety of cuisines in Hong Kong, Mainland China, Macau and Taiwan, and at the same time adhering to the core value of delivering quality, authentic and great tasting food. The group is now looking for high-calibre candidates to join their family.

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| Job position/Department: | **Summer Intern (Branding Department)** |
| Responsibilities: | * Assist in O2O business (Online – offline selling) * Support application development and delivery platform analysis |
| Requirements: | * Knowledge of digital marketing and E-commerce |
| No. of Vacant Positions: | 1 |
| Internship Period: | 59 days |
| Salary/Allowance: | - |
| Deadline for Application: | 15 June 2022 |

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| Job position/Department: | **Summer Intern (Marketing Department)** |
| Responsibilities: | * Provide marketing support and admin work * Conduct market research about market trends * Assist in market data collection and compilation * Assist in ad hoc tasks or projects as assigned |
| Requirements: | * Passion in marketing * Good communication skills * Well organised and good time management * Proficient in MS Excel, Word and Chinese word processing * Good in English and Chinese writing |
| No. of Vacant Positions: | 2 |
| Internship Period: | 59 days |
| Salary/Allowance: | - |
| Deadline for Application: | 15 June 2022 |

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| Job position/Department: | **Summer Intern (Training Department)** |
| Responsibilities: | * Prepare training materials and video shooting * Support training activities and maintain training records |
| Requirements: | * Creative and familiar with filming techniques and post-production tools |
| No. of Vacant Positions: | 1 |
| Internship Period: | 59 days |
| Salary/Allowance: | - |
| Deadline for Application: | 15 June 2022 |

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| Job position/Department: | **Summer Intern (Human Resource Department)** |
| Responsibilities: | * Provide a wide range of clerical support to daily HR routines, including but not limited to recruitment, C&B, staff engagement and training |
| Requirements: | * Good interpersonal and communication skills * Willing to learn and eager to develop in HR field * Proficient in MS Office application (Excel, Word and Powerpoint) * Good Command in Chinese and English |
| No. of Vacant Positions: | 1 |
| Internship Period: | 59 days |
| Salary/Allowance: | - |
| Deadline for Application: | 15 June 2022 |

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| Job position/Department: | **Summer Intern**  **(Customer Services & Admin Department)** |
| Responsibilities: | * Provide a wide range of clerical support to Customer Services and Administration Departments, including but not limited to market research, customer satisfaction survey, business insurance and license handling etc. |
| Requirements: | * Good interpersonal and communication skills * Well organized and good time management * Proficient in MS Office application (Excel, Word, Powerpoint) * Good command in Chinese and English |
| No. of Vacant Positions: | 2 |
| Internship Period: | 59 days |
| Salary/Allowance: | - |
| Deadline for Application: | 15 June 2022 |

**How to apply:**

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| 1. | Complete and submit the [Personal Particulars Form](https://forms.gle/YdTyRt8fQvzHmGRGA)\* |
| 2. | Email your **full CV\*** to [uowchk-ss@uow.edu.au](mailto:uowchk-ss@uow.edu.au) (Specify C1465 Summer Internship 2021-2022 – Tai Hing Worldwide Development Limited in the email subject) |

Should you have any questions or would like to know more about the Summer Internship Programme, please contact The Student Centre.

*\*Personal data collected will be used for recruitment purpose only and all applications will be treated strictly confidential.*

The Student Centre

UOW College Hong Kong