

Marine Department

Post-Secondary Student Summer Internship Programme 2023

Job Title:	Summer Intern (Surveyor of Ships)	
No. of Vacancy:	2	
Duration:	around 8 weeks	
Entry Requirements:	(a)	Students undergoing full-time studies at a local or overseas tertiary institution in the 2022/23 and 2023/24 academic years studying Shipping/ Nautical/ Logistics/ Mechanical Engineering/ Marine Engineering/ Naval Architecture, or other relevant subject(s) acceptable to the Director of Marine, or equivalent, and with a view to obtaining a Bachelor Degree/ Higher Diploma/ Associate Degree/ Diploma in summer 2024; and
	(b)	Good command of both Chinese and English.
Duties:	(a)	To assist in ship and seafarers registration/ matters;
	(b)	To assist in registered ships and local vessels quality assurance;
	(c)	To provide support in vessels surveying; and
	(d)	To assist in Government Vessels design, procurement and maintenance/repair.
Place of Work:	Central District/ Stonecutters Island	

Job Title:	Summer Intern (Administration Branch)	
No. of Vacancy:	1	
Duration:	around 8 weeks	
Entry Requirements:	(a)	Non-final year undergraduates undergoing full-time studies at a local or overseas tertiary institution majoring in English, or equivalent; and
	(b)	Strong command of Chinese and English.
Duties:	(a)	To assist in departmental records management including records retention and destruction;
	(b)	To provide logistic support to boards/ committees/ meetings; and
	(c)	To conduct groundwork research and to draft briefs/ notes.
Place of Work:	Central District	

Job Title:	Summer Intern (Marine Officer)	
No. of Vacancy:	5	
Duration:	4 to 8 weeks	
Entry Requirements:	(a)	Students undergoing full-time studies at a local or overseas tertiary institution in the 2022/23 and 2023/24 academic years studying Maritime Studies/ Nautical Science/ Shipping and Logistics, or other relevant subject(s) acceptable to the Director of Marine, or equivalent, and with a view to obtaining a Bachelor Degree/ Higher Diploma/ Associate Degree/ Diploma in summer 2024; and
	(b)	Good command of both Chinese and English.
Duties:	(a)	To assist in port development and port security related matters;
	(b)	To assist in regulating and patrolling harbour and related matters;
	(c)	To assist in vessel traffic related matters;
	(d)	To work in the Transport and Logistics Bureau; and
	(e)	To perform other duties as assigned by supervisors.
Place of Work:	Sheung Wan/ Admiralty/ Tai Kok Tsui District	

Salary:	\$11,200 per month	
Terms & Conditions of Appointment:	Successful interns will be engaged on non-civil service appointment terms for a period of not more than eight weeks. Except otherwise provided, the rest day, statutory holiday, general holidays, sickness days and sickness allowance are generally in line with those provided for under the Employment Ordinance (Cap.57).	
Enquiry Address:	Appointments Unit, Administration Section, Marine Department, 21/F, Harbour Building, 38 Pier Road, Central, Hong Kong	
Enquiry Telephone:	2852 4389	
General Notes:	(a)	Non-civil service vacancies are not posts on the civil service establishment. Candidates appointed are not on civil service terms of appointment and conditions of service. Candidates appointed are not civil servants and will not be eligible for posting, promotion or transfer to any post in the civil service.
	(b)	Candidates appointed must be permanent residents of the Hong Kong Special Administrative Region.
	(c)	The terms of appointment and conditions of service to be offered are subject to the provisions prevailing at the time the offer of appointment is made.
	(d)	It is Government policy to place people with a disability in appropriate jobs wherever possible. If a disabled candidate meets the entry requirements, he/ she will be invited to attend the selection interview/ written examination without being subject to any further shortlisting criteria.

Closing Date:	17 April 2023	
How to apply: (a)		Hong Kong students studying in local post-secondary institutions should apply through the Student Affairs Offices/ Career Centres of their respective institutions. Applicants are advised to note the deadlines set by the respective institutions.
	(b)	Students studying in non-local post-secondary institutions should download the application form from the website of Civil Service Bureau (http://www.csb.gov.hk/english/admin/appoint/files/Standard_Application_Form.doc). Completed application form together with the certificate of your student status should reach the above enquiry address by post or by email (hq_appointments_mdd@mardep.gov.hk) on or before the closing date for application.
	(c)	The job title should be clearly marked in the application form.
	(d)	An applicant of the internship programme can apply for one post only.
	(e)	Late or incomplete applications will not be considered.