

Post-Secondary Student Summer Internship Programme Request Form

Name of invited Institution: As per mailing list

DETAILS OF INTERNSHIP PROGRAMME

Name of Bureau/Department (Division/Section): Hong Kong Police
Crime Prevention Bureau

No. of Interns to be Recruited: 1 No. of Nominations: Around 5, more are welcome

Description of Internship Programme: Research and design:-
1) To assist in the research and design of the 4th generation of Robotcop;

2) To assist in the design and production of publicity materials or organizing publicity events for crime prevention and community re-engagement; when necessary.

Programme Commencement Date: July 2023 Allow Flexible Commencement Date: Yes/No*

Period of Internship: July to August 2023
(Subject to student's availability) Working Hours: 44 hours per week
Monday to Friday

Office Venue: Kowloon Bay Allowance per Month: HK\$11200

ELIGIBILITY REQUIREMENTS

Course(s)/Field(s) of Study: Communication, New Media or Communication & Digital Design, Media Design, Communication Design, Graphic Design, Public Relations and Advertising Design or any design related faculty

Year of Study: Full-time students of post-secondary institutions

Specific Knowledge/Skills: possess good knowledge in computer applications and basic graphic design skills

Work Experience (if applicable): _____

Other Requirements (e.g. Extra-Curricular Activities) (if applicable): _____

1) Be permanent residents of the Hong Kong Special Administrative Region; 2) be an outspoken person and interested in organizing publicity events; 3) be able to speak fluent Cantonese and English.

APPLICATION METHOD (may choose more than one as appropriate)

☒ By E-mail ☐ By JIJS
(By mail or by fax is also acceptable.)

☒ Submit Application Form for Post-Secondary Student Summer Internship Programme

☒ Submit Resume/Covering Letter & Resume/Others*: _____

Deadline for Application (DD/MM/YYYY): 12 May 2023 Require Selection Interview: Yes/No*

RECRUITMENT SCHEDULE (for institution's reference only, action work plan may need to be adjusted)

Action	Estimated Date
Inviting applicants for selection interviews (if applicable)	2023-05-19 to 2023-05-22
Conducting selection interviews (if applicable)	2023-05-25 to 2023-05-31
Informing applicants of the results	Mid to late June 2023
Commencement of internship	Early July 2023