Annex II

Post-Secondary Student Summer Internship Programme
Request Form

Name of invited Institution: _____

DETAILS OF INTERNSHIP PROGRAMME

Name of Bureau/Department (Division/Section): Hong Kong Police Force/ Police Public Relations Branch Junior Police Call & Youth Liaison

No. of Interns to be Recruited: 1 No. of Nominations: 1

Description of Internship Programme: To organise and coordinate the Junior Police Call summer day camp, to conduct photo taking, video shooting & editing for JPC activities and general publicity on social media, to conduct research on similar youth organisations in other countries

Programme Commencement Date: 2019-07-02 Allow Flexible Commencement Date: Yes/~~No*~~

Period of Internship: 2 months Working Hours: 44 hrs per week

Office Venue: 11/F, Arsenal House, PHQ Allowance per Month: HK$10,500

ELIGIBILITY REQUIREMENTS

Course(s)/Field(s) of Study:

Communication, New Media or Communication, Digital Design, Psychology or relevant programmes

Year of Study: _____

Specific Knowledge/Skills: Possess good knowledge in computer applications and digital, graphic and webpage design, skills in photo shooting and video production and be proficient in related software (e.g. Microsoft Word, Excel, Powerpoint, Adobe Photoshop & Illustrator etc)

Work Experience *(if applicable)*: _____

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

APPLICATION METHOD *(may choose more than one as appropriate)*

☑ By E-mail ☑ By JIJIS
(By mail or by fax is also acceptable.)

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

☑ Submit Resume/Covering Letter & Resume/Others*: Resume

Deadline for Application *(DD/MM/YYYY)*: 12-06-2019 Require Selection Interview: Yes/~~No~~*