

For Office Use Only
Ref No.: _____
Received Date: _____

Internship Opportunities - Recruitment Form

A. Information about the Company

Company Name: _____
Contact Person : _____
Title/ Department : _____
Address : _____
E-mail : _____ Tel No. : _____
Web Site : _____ Fax No. : _____
Brief introduction of the company: _____

B. Information about the Internship Opportunities

Internship Title: _____ No. of Positions: _____
Location of job: Hong Kong China Overseas [Please specify] _____
Job Nature: Summer Full-time Internship Term-time Part-time Internship
Job Description: _____
Requirements: _____
Preferred Programmes (if any): _____
Salary / Allowance: HK\$ _____ per _____
Working Hours: _____ Working Days: _____
Internship Period: From _____ to _____
Month/Year Month/Year
Remarks (if any): _____

Please tick as appropriate

Notes:

1. CSAO FSCC reserves the right to accept, reject, or remove any internship vacancy information provided by recruiting organizations.
2. The internship vacancies announced via us should all be in line with the Employment Ordinance.
3. Please send the completed form together with a copy of a valid Business Registration Certificate to fscd@cpce-polyu.edu.hk.
4. Since it is impossible for all the information to be vetted, CSAO FSCC shall not accept any responsibility for the information disseminated herein.