Dear student,

The following message is sent on behalf of the Office of Careers and Placement Services (CAPS). Interested students can apply through the CAPS' jobboard.

Please click here for other internship opportunities.

Thank you for your kind attention.

Regards,
Department of Industrial and Systems Engineering
(Please do not reply this email)

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Dear student,

The Hong Kong Jockey Club is now inviting applications from Degree students of COMP / EIE / ISE for their 1-year Internship Programme. The application deadline is **3 Aug 2019**.

Organization Name	Post Title	Discipline Required	Deadline of Application	Job No.
The Hong Kong Jockey Club	Trainee (IT Enterprise Solutions) (1-year) Information Security Trainee (1-Year) Trainee (IT Infrastructure and Operation Services) (1-Year)	COMP/ EIE / ISE	3-Aug-19	JN182683 JN182690 JN182691

For 1-year Internship of Trainee (IT Enterprise Solutions), successful candidates will:
- Support Project Manager to update project schedule and track project activities
- Prepare, update and track project issues log and risk register
- Attend user requirement and system design workshops
- Prepare, update and review process documents, design specifications and technical specifications
- Prepare data for testing
- Support the project team for project documentation

For 1-year Internship of Information Security Trainee, successful candidates will:
- Work with IS Operations team to review or test production systems
- Perform research on security best practices
- Conduct simple tests or proof of concept (PoC) for IS colleagues.
- Assist IS team in miscellaneous administrative tasks, e.g. report compilation, documentation, etc.

For 1-year Internship of Trainee (IT Infrastructure and Operation Services), successful candidates will:
- Act as Project Coordinator in project team and help manage project plan
- Assist in preparing project documentation and communications
- Assist in testbed configuration and capacity management
- Assist in supporting appliances based equipment such as Firewall, Load balancers, etc.
- Help provide technical support to users

Interested students should visit CAPS' jobboard (http://www.polyu.edu.hk/caps/jobboard) for application procedures and job details. Please search the job by using Job No. or the key words of the Organization Name.

In the meantime, our office offers face-to-face consultation on job-hunt preparation such as cover letter and resume writing and interview. **Please make an appointment via POSS at https://goo.gl/TcMAOR.**

If you have further enquiry, please contact us via https://www.polyu.edu.hk/caps/contact-us/online-enquiry-form.

Best Regards,
Office of Careers and Placement Services
The Hong Kong Polytechnic University