



香港中華煤氣有限公司  
The Hong Kong and China Gas Company Limited



**22 May 2023**

Your ref:

Our ref: HKCG/CSAD/2023/M/02-03/POLYU-ISE

**Department of Industrial and Systems  
Engineering**  
Room EF625, Core F, Main Campus  
The Hong Kong Polytechnic University  
Hung Hom, Kowloon  
Hong Kong

Dear Sir / Madam,

**Half-year Student Internship Opportunities**

**The Hong Kong and China Gas Company Limited (“Towngas”) – Property Management Department** would like to offer an internship opportunity to current undergraduates. You may kindly refer to appendix for details of the job.

It would be much grateful if your department can assist in disseminating the information to the students. For students who are interested, they can submit their application with a detailed resume **quoting reference number via email** (Email Address: [CSAD@towngas.com](mailto:CSAD@towngas.com)) by **31 May 2023 (Wednesday)**.

Should you have any question, please contact Mr. Parry Chan at (852) 2963-2768.

Yours faithfully,

Property Management Department

The Hong Kong and China Gas Company Limited

## APPENDIX A

### Half-year Student Internship Opportunities

(Reference Number: PMD/2023/T-ITRN04)

#### Key responsibilities included:

- Involve in digitalization project of property management
- Assist in smart building transformation
- Provide assistance on automation, mobility enhancement & data analytics projects
- Provide ad-hoc supports

#### Requirements:

- Pursuing a Bachelor's Degree in penultimate year of study
- Major in Property Management, Building Services Engineering, Industrial Engineering, Systems Engineering or relevant discipline
- Experience in SQL, VBA and / or Database Design Tools in University projects would be an advantage
- Excellent written and spoken English and/or Chinese
- Strong in problem solving and critical thinking ability
- Positive attitude and enthusiasm in the performance of responsibility

#### Internship Period:

- From June / July 2023 to December 2023