



伊利沙伯醫院
QUEEN ELIZABETH HOSPITAL

九龍加士居道30號 30 Gascoigne Road, Kowloon, Hong Kong.

互聯網址: Web Site : <http://www.qeh.org.hk>

18 May 2022

Dear Prof. Keith K.C. CHAN,

Summer Internship Program 2022

A warm greeting from the Multi-disciplinary Simulation and Skills Centre (MDSSC), Queen Elizabeth Hospital!

MDSSC is one of the four full-motion Simulation Training Centers in the Hospital Authority. It is the only simulation centre in Hong Kong accredited by the Society for Simulation in Healthcare (SSH). Since its establishment, MDSSC has facilitated continuous improvement and achieved excellence in healthcare through simulation-based learning. Apart from developing advanced medical trainings with high quality and standards, MDSSC also aims to facilitate innovations, explore new frontiers in simulation-based learning and research for enhancing the quality of healthcare services.

We would like to extend an invitation to your students of the Department of Industrial and Systems Engineering, The Hong Kong Polytechnic University to apply for our Summer Internship Program 2022. The Summer Internship Program targets at the engineering students who has prior knowledge and experience in either Artificial Intelligence (AI), Virtual Reality (VR), Augmented Reality (AR) or 3D Printing. It aims to provide an opportunity for students to further develop technical competence and enhance skills on innovation projects. It is our great privilege to invite your students to join the Summer Internship Program.

The official job vacancy application for Temporary Executive Assistant IIIB (Summer Intern) - (Ref. no.: KCC2204039) has been opened. Students may access to the below link for online application **on or before 30/5/2022**. Selected candidates will be invited for interview in Jun 2022. A copy of the job information is attached for your information. Please feel free to forward this invitation to students who are interested.

Application:

https://ha.taleo.net/careersection/ha_int_cs/jobdetail.ftl?job=KCC2204039&lang=en

We believe that it will be a beneficial experience for the students and our Centre. We look forward to receiving applications. Should you require any further information, please feel free to contact our Manager Ms. CC So at 3506 5353 or sss083@ha.org.hk.

Yours sincerely

Dr. N H CHIA
Director
Multi-disciplinary Simulation and Skills Centre

Temporary Executive Assistant IIIB (Summer Intern) - (REF. NO.: KCC2204039)

Rank: Executive Assistant IIIB

Office: Multidisciplinary Simulation and Skills Centre, Queen Elizabeth Hospital

Pay : HK\$12,181 per month

Key Responsibilities :

1. Assist department in daily operations, report preparation and analysis, etc.
2. Assist department in innovation projects.
3. Assist in organizing training activities and hospital events.
4. Process, verify and compile forms and data.
5. Perform other related duties as assigned by the supervisors.

Entry Requirements :

1. Completed F.5/ S.5, or equivalent.

Preferred Attributes:

1. Students who are currently undertaking Bachelor Degree in Computer Science, Biomedical Engineering and Electrical & Electronic Engineering from local university are preferred.
2. Knowledge of Artificial Intelligence such as machine learning applications.
3. Knowledge of using Virtual Reality/Augmented Reality software development kits such as Unity and Unreal Engine
4. Knowledge of using 3D software such as SolidWorks, Fusion 360, Materialise Mimics, Blender etc.
5. Good command of written and spoken English and Chinese.
6. Hardworking with a strong sense of responsibility, willingness to learn and adapt.

Remarks:

1. Selected candidate will be appointed on temporary terms for up to 4 months.
2. The selected candidate may be required to work in another work location to meet service needs of the HA.

Please submit application on-line on or before **30 May 2022**. For enquiries, please telephone 3506 8576.