

2022 Summer Internship Job Information

Company Information

Our Company Name: Simatelex Manufactory Company Limited

Our Address: 21/F, One Island South, 2 Heung Yip Road, Wong Chuk Hang, Hong Kong.

Our Contact Person: Ms. Minnie Foo Tel: 25156103 Fax: /

Email: minniefoo@simatelex.com.hk Web Site: www.simatelex.com.hk

Nature of Business: Manufacturing of electrical household appliances

Brief Introduction of our Company:

We are one of the leading HK based manufacturers of electrical household appliances and have highly

integrated production facilities in Guangdong Province.

Job Information

Recruiting Positions: 1. Project Engineering Trainee (Shenzhen Stationed)

2. Purchasing Trainee

Working Hours &
Location:

1. 10:30am – 6pm (Mon) and 8am - 6pm (Tue to Fri) at our manufacturing plant in

Shenzhen, PRC

2. 9am – 6pm (Mon to Fri) at our HK office.

Role and Responsibilities:

1. To assist in project development starting from design stage to mass production and clerical support.

2. To assist in material sourcing, supplier partnership development and material expediting and clerical work.

Requirements/Qualifications:

Fields of Study & Qualifications Required: Year 3 of Bachelor in Mechanical Engineering / Product Analysis and Engineering Design

Other Requirements: Good command of English and Cantonese

Training Period: June to August 2022 (2 to 3 months) Training Allowance: HK\$ 11,000 per month

Other Fringe Benefits: 5-day work, bank holidays.

Application Method: By Email or Mail Deadline for Application: 31 May 2022