



Intern – Technical & Administrative Support

Location: RIEGL Asia Pacific (Kowloon Bay, Hong Kong) **Duration:** [Summer 2025] **Department:** Technical Support / Administration / Sales

About the Role:

RIEGL Asia Pacific is seeking a motivated intern with a passion for LiDAR technology and geospatial solutions who is eager to gain hands-on experience in a fast-paced technology environment. This role blends technical learning with administrative support, providing exposure to laser scanning technology, industry events, data processing, and operational tasks.

Key Responsibilities:

Technical Support & Project Assistance

- Assist in **equipment setup, testing, and maintenance** of LiDAR systems.
- Support **data processing** tasks, including point cloud analysis and system operations.
- Participate in **product demonstrations, exhibitions, and training events** for customers and partners.
- Research **new applications and industry trends** related to LiDAR, GIS, and geospatial solutions.

Administrative & Organizational Support

- Help with **document preparation**, including technical reports, meeting minutes, and internal documentation.
- Assist in **event planning and logistics** for industry conferences and tradeshows.
- Maintain **inventory records** for equipment and technical supplies.
- Handle **general office tasks**, such as scheduling, correspondence, and customer inquiries.

Requirements:

- Currently enrolled in or recently completed a degree in **Geomatics, Surveying, Remote Sensing, GIS, Business Administration, or a related field**.
- Basic understanding of **LiDAR technology and laser scanning principles**.
- Strong **organizational skills** and ability to manage multiple tasks efficiently.
- Proficiency in **Microsoft Office (Word, Excel, PowerPoint, Outlook)**.
- Excellent verbal and written communication skills in **English, Mandarin Chinese, and/or Cantonese**.
- Ability to work **independently and in a team environment**.

Preferred Skills:

- Experience with **GIS or point cloud processing software** (ArcGIS, RiSCAN Pro, CloudCompare, etc.).
- Technical writing skills for documentation and reporting.
- Strong **problem-solving abilities** and attention to detail.

Benefits:

- Hands-on experience in **LiDAR technology and geospatial applications**.
- Exposure to both **technical and business operations** within a leading company.
- Networking opportunities with industry professionals and mentorship from **LiDAR experts**.

Interested candidates should send their **CV and cover letter** to info@riegl.asia.