

Bright Sun Global Enterprise Limited

Bright Sun is a fashionable textile company established in Hong Kong in 1991 by lace experts. We continue to be the forefront of the lace design industry and stand on originality and creativity over the past 30 years. It is the mission for Bright Sun to be a reliable supplier of all her serving parties, not to mention recognitions from world's leading brands like VS, H&M, M&S, etc.

Apart from business operation, we are dedicated to Corporate Social Responsibility and contributes in various activities for business sustainability, such as Go Green program, pollution- free working area. It provides a comfortable and healthy working environment for staffs, as well as promotes environment protection.

For more information, please visit our website <https://www.brightsun.com.hk>

Position: Project Management Trainee

Job Duties

- To perform day to day administrative support to Design team and be responsible for all relevant tasks relating to the team.
- To coordinate new development with internal departments, including new season collection and custom-made project.
- To prepare regular analytical adoption rate reports.
- To support internal activities and operations for the Design team among stations.
- To perform any other duties as assigned by the project leader.

Job Requirements

- Diploma or degree holder, major in design or related discipline is preferable.
- Proficient in Adobe Design Suite and Microsoft Suite.
- Technical CAD drawing and infographics skills will be an advantage.
- Self-motivated, aggressive, flexible, willing to take up challenges and able to work independently with a "can-do positive attitude".
- Good command of both English and Mandarin.

For interested parties, please send resume to hr@brightsun.com.hk