

# HKMA – Digitalisation Office (DO)

## About us

The DO has been set up as a Centre of Excellence within the HKMA for the purposes of

1. setting digitalisation and data science governance frameworks, standards, policies and best-practices;
2. identifying opportunities to showcase data science applications;
3. promoting and driving data science literacy and awareness throughout the organisation;
4. coordinating digitalisation projects.

Name of Department(s) offering internship positions:

Digitalisation Office (DO)

Internship Duration: 12 months

Internship Period: July / 2022 – Aug / 2023

## Intern's Job Description

### Job Duties:

To support the various functions of the Digitalisation Office in

- Identifying and conducting proof-of-concept work on digitalisation/data science to showcase their capability and improving business processes;
- Conducting research on concepts, technologies, tools etc. for the benefits of the HKMA;
- Assisting in the development of governance frameworks, standards, policies and best-practices;
- Assisting in the organisation of digitalisation/data science events, outreach, awareness and training programmes;
- Assisting in the coordination of digitalisation programme projects;
- Any other tasks assigned by the Chief Digitalisation Officer.

### Requirements:

(A) Education Background:

- PG or 3<sup>rd</sup> year UG students

(B) Discipline Preferred:

- All disciplines welcome

(C) Technical Skills:

- Knowledge in Big Data / Hadoop / Cloud / Container technologies (OpenShift, Docker or k8s) / Data science and analytics and/or;
- Knowledge in project management/process re-engineering and/or;
- General coding knowledge

(D) Language Proficiency:

- Good command of written and spoken English;
- Good command of written Chinese and spoken Cantonese;

(E) Others:

- Proficient in Microsoft Office tools;
- Self-motivated, hardworking, attentive, dedicated to work and proactive;
- Capable of self-directed learning