

The Bank of East Asia, Limited

About the bank

Bank of East Asia, Limited

Incorporated in 1918, BEA is Hong Kong's largest independent local bank. BEA offers customers a comprehensive range of corporate banking, personal banking, wealth management, and investment services through an extensive network of more than 200 outlets covering Hong Kong and the rest of Greater China, Southeast Asia, the United Kingdom, and the United States.

Internship Information

Interns may be involved in projects in the following aspects:

- Operation efficiency programs;
- Business expansion initiatives.

Name of Department(s) offering internship positions:

Project Management and Services Department – project management

Internship Duration: 12 months

Internship Period: Start between 02/07/2020 – 31/08/2021, lapse for 12 months

Intern's Job Description

Job Duties:

- To assist in project management and coordinate with multiple parties (internal and external, local, China and Overseas) and ensuring quality and compliance to the Bank's standards.
- Be a part of the team to drive and implement changes to various areas in the bank.
- To collaborate with Information Technology Department in implementing the solution designs on IT projects.

Requirements:

- (A) Education Background:
 - UG student.
- (B) Discipline Preferred:
 - Information Management System
 - Information Technology / Computer Science
- (C) Technical Skills:
 - Advanced knowledge of Microsoft Excel (e.g. Macro);
 - SQL (an advantage).
- (D) Language Proficiency:
 - Good command of written and spoken English;
 - Good command of written Chinese, spoken Cantonese.
 - Be able to communicate in Mandarin is an advantage
- (E) Others:
 - Self-motivated, detail-oriented;
 - Good team player;
 - Able to work under pressure;
 - Creative thinking and problem solving.
 - Be able to present ideas and communicate with different parties

Enquiry email (if any):