

# HKMA

## About the Digitalisation Office (DO) of the HKMA

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.

## Internship Information

### Name of Department(s) offering internship positions:

- Digitalisation Office

**Internship Duration:** 12 months (6 months contract may be offered to the right candidate)

**Internship Period:** Anytime within 1/7/2020 – 31/8/2021

## Intern Job Descriptions

### 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 into data science/suptech/regtech/transformation/digitalisation/innovation etc. on concepts, technologies, tools etc. for the benefits of the HKMA;
- Assisting in the coordination of digitalisation programme projects;
- Assisting in the development of data science governance frameworks, standards, policies and best-practices;
- Assisting in the organisation of digitalisation/data science events, outreach, awareness and training programmes;
- Any other tasks assigned by the Chief Digitalisation Officer.

## Requirements

### (A) Education Background:

- PG or 3rd year UG students

### (B) Discipline Preferred:

- All disciplines welcome

### (C) Technical Skills:

- Data science/analytics knowledge and skills;
- General coding knowledge, particularly in Python and/or R

### (D) Language Proficiency:

- Good command of written and spoken English;
- Good command of written Chinese and spoken Cantonese;
- Good command of written and spoken Mandarin is an advantage

### (E) Others:

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