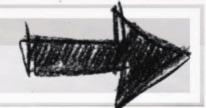
BEMM

建築環保評估協會

Internship Programme

Swipe for Details!!



We need you in...

Technical Checking / Technical Services Dept.

Duty

- Update the database
- Co-ordinate meetings and consolidate reports
- Assists in preparing comment / report / PPT slides for meetings
- Conduct administrative works for meetings and enquiries
- Handle ad-hoc duties as assigned

Qualification (Preferred Major of Study)

- Built Environment;
- Building Services Engineering;
- Mechanical Engineering;
- Energy Science & Engineering;
- Environmental Science and Engineering Sustainability;
- Architectural Engineering

Duration

- 3 Months
- Prefer Jun Aug 2022

Frequency

- Monday to Friday

Work Mode

- Physical presence in office; or
- Work from home

Special skills/ Requirements

- MS Office (i.e. Word, Excel, Powerpoint)
- Chinese word processing

No. of vacancy

- 2



APPLICATION

hr@beamsociety.org.hk

Application Deadline: March 31, 2022

Enquiry: 3610 5780 (Ms. Lucia Lam)

*Current Year 3 or 4 undergraduate students are preferred