



Summer Internship Programme – Insurance Industry (2025 Intake) 保險業「暑期實習計劃」(2025年)

Participating Companies & Vacancies (as at 1 Apr 2025) 參與機構及職位空缺 (截至2025年4月1日)

Stream 分流	Company 機構	Job Title 職位名稱	Job Duties 工作範圍	Job Requirement* (Basic requirement* for the SIP: -Undergraduate or postgraduate student; and enrolled in a full-time accredited programme provided by a local education institution; or - a sub-degree final year student who received a conditional offer from a full-time locally-accredited degree programme. 職位要求 (暑期實習計劃基本要求*: - 修讀本地教育機構提供的全日制經評審學士學位或研究院課程; 或 - 應屆副學位畢業生並已獲經評審的本地全日制學士學位課程 有條件取錄)
Insurance	Allianz Global Corporate & Specialty SE Hong Kong Branch	Intern	<ul style="list-style-type: none"> • Support HK NR&C team from submission of risk to policy binding • Analyze broker and contractor performance through existing database • Conduct premium adjustment exercise with brokers & other ad hoc duties 	<ul style="list-style-type: none"> • Able to commit for 3 months (June to August). At least 2nd year university student in any fields • Team player with strong services quality mind-set, reliable, self-motivated, and willing to learn

Insurance	Allied World Assurance Company Limited	Intern, Asia Pacific Business Transformation Group	<ul style="list-style-type: none"> • Quality Assurance & User Acceptance Testing: Participate in Quality Assurance test and user acceptance test on change requests and enhanced features new product launch on online portal. • Change Request Management: Update and track the change request tickets issue log. • Documentation Support: Support Project Manager to produce user guide and training pack on enhanced features, conducting demo. • Training Video Production: Prepare and edit training video. • Business Initiatives Support: Participate and assist to execute new ideas from business initiatives brainstorm workshop and prepare progress update pack. • Administrative Support: Administrative support on project related documents and business requirement documents on online portal 	<ul style="list-style-type: none"> • Good command of spoken Cantonese and English • Proficiency in MS Office and Chinese Word Processing • Good communication skills • Self-motivated and strong sense of responsibility
Insurance	Allied World Assurance Company Limited	Intern, Hong Kong Accident & Health Division	<p>We are looking for a motivated and detail-oriented Intern to join our dynamic team. This internship will provide hands-on experience in the Accident and Health insurance sector, allowing you to gain valuable insights into underwriting processes, risk assessment, and policy management.</p> <ul style="list-style-type: none"> • Research Opportunities: Conduct thorough research on various Accident and Health products, including Travel and Personal Accident Insurance for both Hong Kong and Singapore markets • Product Analysis: Perform product comparisons and regularly update product information to reflect current offerings for both Hong Kong and Singapore markets • Sales Support: Assist the team throughout the sales process, ensuring timely completion of placements through the designated systems • Administrative Assistance: Provide administrative support to facilitate team operations • Contribute to Team Success: Undertake any ad-hoc tasks as required to support team initiatives and projects 	<ul style="list-style-type: none"> • Undergraduate student, major in insurance and/or risk management is preferred • Basic knowledge in insurance products • Proficiency in MS Outlook, Word, Excel and PowerPoint • Strong analytical, relationship management, time-management and communication skills • Positive attitude, open minded and willingness to learn • Collaborative team player • Fully proficient in English

Insurance	Allied World Assurance Company Limited	Intern, Hong Kong Property Division	<p>We are looking for a motivated and detail-oriented Intern to join our dynamic team. This internship will provide hands-on experience in the Property insurance sector, allowing you to gain valuable insights into underwriting processes, risk assessment, and policy management.</p> <ul style="list-style-type: none"> • Develop Your Skills: Learn technical knowledge and soft skills from the team • Engage and Network: Participate in and contribute to webinars, meetings, networking events when available • Support Underwriting Efforts: Assist Property underwriters on preliminary underwriting assessment • Data Management: Handle data input and maintain proper filing • Analyze and Present Findings: Consolidate and analyze insurance data and provide report/presentation of the findings • Contribute to Team Success: Perform ad-hoc tasks in order to facilitate the underwriting process 	<ul style="list-style-type: none"> • Undergraduate student Year 2 or above, major in insurance and/or risk management is preferred • Basic knowledge in insurance products • Proficiency in MS Outlook, Word, Excel and PowerPoint • Strong analytical, relationship management, time-management and communication skills • Positive attitude, open minded and willingness to learn • Collaborative team player • Fully proficient in English
Insurance	Allied World Assurance Company Limited	Intern, Hong Kong SME Division	<p>We are looking for a motivated and detail-oriented Intern to join our dynamic team. This internship will provide hands-on experience in the Packages insurance sector, allowing you to gain valuable insights into underwriting processes, risk assessment, and policy management.</p> <ul style="list-style-type: none"> • Conduct market research on package insurance product, present findings from product comparison and recommendations on product offerings, with a focus on personal lines products revamping • Assist in systems migration projects • Perform statistical analysis of the SME portfolio • Provide administrative support to the team • Perform any ad-hoc duties as assigned 	<ul style="list-style-type: none"> • Undergraduate student, major in insurance and/or risk management is preferred • Basic knowledge in insurance products • Proficiency in MS Outlook, Word, Excel and PowerPoint • Strong analytical, relationship management, time-management and communication skills • Positive attitude, open minded and willingness to learn • Collaborative team player • Fully proficient in English

Insurance	Allied World Assurance Company Limited	Intern, Mortgage Insurance	<p>We are looking for a motivated and detail-oriented Mortgage Insurance Intern to join our dynamic team. This internship will provide hands-on experience in the mortgage insurance sector, allowing you to gain valuable insights into underwriting processes, risk assessment, and policy management.</p> <ul style="list-style-type: none"> • Research Opportunities: Conduct Research on the mortgage insurance business and assist in preparing reports • Underwriting Exposure: Support the underwriting team in evaluating risk and determining eligibility for mortgage insurance. • Database Maintenance: Help maintain and update records in our database. • Cross teams Projects Exposure: Collaborate with team members on projects and contribute to process improvements. 	<ul style="list-style-type: none"> • Undergraduate student, major in business, insurance and/or risk management is preferred • Basic knowledge in insurance products • Interest in the mortgage or insurance industry is a plus • Proficiency in MS Outlook, Word, Excel and PowerPoint • Strong analytical, relationship management, time-management and communication skills • Positive attitude, open minded and willingness to learn • Collaborative team player • Fully proficient in English
Insurance	Asia Insurance Company Limited	Intern	<ul style="list-style-type: none"> • Provide thorough administrative and clerical support to the business team, including the collection, registration, and consolidation of incoming documents in a timely manner • Assist in preparing correspondences, monthly reports, and presentation materials to ensure clear and effective communication • Contribute to the processing of insurance applications and maintain an efficient and organized filing system • Collaborate with the Department Manager to coordinate project activities, manage schedules, track assigned tasks, and facilitate effective communication among team members • Monitor project progress, proactively identify and address potential issues, and complete additional ad hoc assignments as required by managers or supervisors 	<ul style="list-style-type: none"> • Diploma or above • Good command of spoken Cantonese, English • Good communication, presentation and time-management skills • Proficient in MS office • Self-organized and motivated
Insurance	Asia-Pacific Property & Casually Insurance Co., Ltd. Hong Kong Branch	Insurance Intern	<p>To support all admin duties for business teams (both commercial line and A&H line) including :</p> <ul style="list-style-type: none"> • Assist in preparing policy documents • Assist in updating quotation status • Assist in checking commission rate / payment with Finance Department • Other ad hoc duties 	<ul style="list-style-type: none"> • Year 3 students in relation to insurance study

Intermediary	AutoMate Wealth Management Limited	Finance Assistant	<ul style="list-style-type: none"> • Handle expense payments and booking in system; Assist in month end closing • Support in preparing annual budget, monthly forecast and business plans • Liaise with various operating departments on business and accounting matters 	<ul style="list-style-type: none"> • Undergraduate or Postgraduate Advanced • Microsoft Excel Skills
Intermediary	AutoMate Wealth Management Limited	Digital Assistant	<ul style="list-style-type: none"> • Assist superiors in completing tasks related to data and data analysis for the IT Tech department. • Collect, organize, and analyze various Insurance data. 	<ul style="list-style-type: none"> • Experience in data visualization tools, such as PowerBI is preferred • Experience in Python, Zapier API and AWS is highly beneficial
Intermediary	AutoMate Wealth Management Limited	Operation Assistant	<ul style="list-style-type: none"> • Provide clerical support for record keeping, such as data entry, scanning and filing etc. • Assist in new business application and service request 	<ul style="list-style-type: none"> • Form 7 or above • Proficiency in MS Office and Chinese word processing
Insurance	AXA XL (Catlin Hong Kong Limited)	Summer Intern	<ul style="list-style-type: none"> • Provide support to the function / business • Participate in ad-hoc assignments and projects when required • Have chance to interact with professionals and business leaders 	<ul style="list-style-type: none"> • Undergraduate student in business or related discipline • Positive attitude, self-motivated and eager to learn • Good team player, good communication and interpersonal skills • Proficiency in English and Chinese
Insurance	Blue Cross (Asia-Pacific) Insurance Limited	Actuarial Intern	<ul style="list-style-type: none"> • Assist preparation of monthly valuations, calculations, data extraction, and validation checks • Assist financial strategy testing through scenario analysis and capital modeling • Extract data and perform checks to compile monthly / quarterly financial statements 	<ul style="list-style-type: none"> • University students major in Actuarial Science, Risk Management, Mathematics, Statistics, Insurance or Finance with strong mathematics background • Good analytical and communication skills
Insurance	Blue Cross (Asia-Pacific) Insurance Limited	Business Process Analyst, Intern	<ul style="list-style-type: none"> • Use Visio or other process modelling tools to create clear and comprehensive business process maps and supporting documentation • Collaborate with cross-functional teams to gather relevant onboarding content (e.g., IT, Operations, Management) • Design and develop engaging presentations, handbooks, and informational documents for new hires / cross-functional teams' reference 	<ul style="list-style-type: none"> • University students majoring in business, economics, human resources, information systems, or a related field • Good analytical and problem-solving skills

Insurance	China BOCOM Insurance Co., Ltd	Intern, Finance Department	<ul style="list-style-type: none"> • Assisting in filling reinsurance documents • Assisting in preparing yearly reports • Assisting in filling accounting vouchers • Assisting in conducting expense analysis • Performing administrative tasks and other ad hoc duties as assigned from time to time 	<ul style="list-style-type: none"> • Good command of spoken and written English and Chinese • Proficiency in MS Office and Chinese Word Processing • Self-motivated, strong sense of responsibility
Insurance	China BOCOM Insurance Co., Ltd	Intern, China Affairs Department	<ul style="list-style-type: none"> • Provide administrative support to the Marketing Department • Handle administration work include but not limited to data entry, data generation and analysis • Assisting in sales campaigns • Responsible for contacting clients to update their information (non-selling activities) • Performing other ad hoc duties as assigned from time to time 	<ul style="list-style-type: none"> • Good command of spoken Cantonese, English, and Mandarin • Proficiency in MS Office and Chinese Word Processing • Good communication skills • Self-motivated, strong sense of responsibility
Insurance	China BOCOM Insurance Co., Ltd	Intern, Underwriting and Reinsurance Department	<ul style="list-style-type: none"> • Provide support to underwriting and reinsurance administration related activities • Assist in conducting data consolidation • Assist in issue policies, endorsements and renewals • Support & engage in daily operations of underwriting team • Performing other ad hoc duties as assigned from time to time 	<ul style="list-style-type: none"> • Good command of spoken Cantonese, English, and Mandarin • Proficiency in MS Office and Chinese Word Processing • Self-motivated, strong sense of responsibility
Insurance	China Life Insurance (Overseas) Company Limited	總部財務會計部實習生	• 協助部門處理日常事務	• 會計、金融等商科專業本科或碩士在讀學生
Insurance	China Life Insurance (Overseas) Company Limited	精算部實習生	• 協助部門處理日常事務	• 精算、數學、統計等相關專業本科或碩士在讀
Insurance	China Life Insurance (Overseas) Company Limited	產品開發部實習生	• 協助部門處理日常事務	• 精算、數學、統計等相關專業本科或碩士在讀

Insurance	China Pacific Life Insurance (H.K.) Company Limited	財務部實習生	<ul style="list-style-type: none"> 協助部門執行財務相關流程 協助部門編制各種財務報告、外部和內部審計 參與日常基本財務功能的執行，包括收付款、預算編制與管理、保存適當的帳簿和財務記錄、準備月度管理報告等 協助部門進行各種財務相關的項目 	<ul style="list-style-type: none"> 修讀全日制經本地評審的學士學位本地或非本地課程 修讀保險 / 金融 / 商管 / 精算 / 財務專業 本屆畢業生 良好中英文表達能力（包括普通話）
Insurance	China Pacific Life Insurance (H.K.) Company Limited	精算部實習生	<ul style="list-style-type: none"> 協助部門進行各種產品開發時的產品定價，進行盈利測試，準備定價報告 撰寫相關用戶需求（URS）或用戶驗收測試 協助部門進行各種精算相關的項目 	<ul style="list-style-type: none"> 修讀全日制經本地評審的學士學位本地或非本地課程 修讀保險 / 金融 / 精算 / 財務專業 本屆畢業生 良好中英文表達能力（包括普通話）
Insurance	China Pacific Life Insurance (H.K.) Company Limited	營銷部實習生	<ul style="list-style-type: none"> 支援營銷拓展部進行各種的行政文書工作，以確保日常經營運作 支援營銷拓展部處理外部和內部的各種查詢 	<ul style="list-style-type: none"> 修讀全日制經本地評審的學士學位本地或非本地課程 修讀保險 / 金融 / 商管 / 精算 / 財務專業 本屆畢業生 良好中英文表達能力（包括普通話）
Insurance	China Pacific Life Insurance (H.K.) Company Limited	產品部實習生	<ul style="list-style-type: none"> 協助部門進行新產品的設計和創新、產品說明與內容，產品小冊子相關文件和培訓材料的編寫及制作 協助部門進行市場產品調研及產品開發可行性研究 協助部門進行產品相關的系統測試，更新及維護官網產品內容 協助部門進行定期產品評估及執行產品宣傳推廣方案 	<ul style="list-style-type: none"> 修讀全日制經本地評審的學士學位本地或非本地課程 修讀保險 / 精算 / 金融 / 商管 學歷或專業 本屆畢業生 良好中英文表達能力（包括普通話）
Insurance	China Pacific Life Insurance (H.K.) Company Limited	資訊科技部	<ul style="list-style-type: none"> 協助部門維護準確和及時的IT訊息 協助主管進行日常IT運作 協助IT軟件和硬件安裝和配置 協助準備和建立手動和電腦記錄 參與臨時專案 	<ul style="list-style-type: none"> 修讀全日制經本地評審的學士學位本地或非本地課程 修讀電腦科學、軟體工程或相關學科學位 本屆畢業生 良好中英文表達能力（包括普通話）

Insurance	China Pacific Life Insurance (H.K.) Company Limited	客戶體驗部	<ul style="list-style-type: none"> 協助部門處理和解決來自不同分鎖管道的日常詢問和請求（例如經紀人和銀行合作夥伴） 協助部門確保客戶回饋根據整體業務策略目標、公司政策和程序得到有效解決 與團隊成員合作，實現服務標準，透過及時有效客戶服務來達成客戶的期望 參與臨時專案並協助進行系統UAT 	<ul style="list-style-type: none"> 修讀全日制經本地評審的學士學位本地或非本地課程 修讀相關學科 本屆畢業生 良好中英文表達能力（包括普通話）
Insurance	China Ping An Insurance (HK) Co., Ltd	Summer Intern	<ul style="list-style-type: none"> Manage daily servicing and renewal process of general insurances Responsible for daily administration, policy / endorsements issuing and documentation Execute other ad hoc assignments as appointed by supervisor 	/
Insurance	China Taiping Insurance (HK) Company Limited	訴訟理賠	<ul style="list-style-type: none"> 協助日常理賠工作，包括文件篩選，聯絡律師，並收集及歸檔資料，確保資料準確完整 協助跟進理賠等審批流程，準備文件 負責維護核心系統，及時錄入相關資料，做好賠案管理，定期更新報表等 	<ul style="list-style-type: none"> 本科或研究生在讀學生，風險管理、精算學、保險學或其他公共管理類專業或對理賠工作有濃厚興趣者優先 熟練掌握各項辦公軟件的應用，能夠使用EXCEL做基本的數據分析 具備較強的文字處理及口頭表達能力，積極主動，善於總結，有較強的執行能力及組織協調能力 工作細緻嚴謹，責任心強，具備較好的抗壓能力，能同時獨立處理多項工作任務
Insurance	China Taiping Insurance (HK) Company Limited	理賠	<ul style="list-style-type: none"> 協助日常理賠工作，包括文件篩選，聯絡中介人，並收集及歸檔資料，確保資料準確完整 協助跟進理賠等審批流程，準備文件 負責維護核心系統，及時錄入相關資料，做好賠案管理，定期更新報表等。 	<ul style="list-style-type: none"> 本科或研究生在讀學生，風險管理、精算學、保險學或其他公共管理類專業或對理賠工作有濃厚興趣者優先 熟練掌握各項辦公軟件的應用，能夠使用EXCEL做基本的數據分析 具備較強的文字處理及口頭表達能力，積極主動，善於總結，有較強的執行能力及組織協調能力 工作細緻嚴謹，責任心強，具備較好的抗壓能力，能同時獨立處理多項工作任務

Insurance	China Taiping Insurance (HK) Company Limited	數據需求管理	<ul style="list-style-type: none"> 負責與項目組、管理層及其它相關部門溝通，獲取需求 負責全流程管理，包括：確認排期計畫，組織需求評審，解決需求開發 / 測試中的風險與問題，協調內外部資源，推動各關聯方的實施進度，確保實現需求目標 可獨立完成業務分析及系統需求等相關文檔的編寫 	<ul style="list-style-type: none"> 本科或研究生在讀學生，保險、金融、軟件工程、電腦等相關專業優先 熟練掌握軟體工程或RUP的基本原理，熟悉Oracle、Mysql、Postgresql、TDSQL等主流資料庫 有數據開發，報表開發經驗優先 熟練掌握各項辦公軟體的應用，具備系統規劃能力、文檔撰寫能力、專案管理能力 英語、粵語可作為工作語言優先
Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, HR & Administration	<ul style="list-style-type: none"> Provide all-round operational support to the Human Resources and Administration Department, including but not limited to recruitment, compensation and benefits administration and training Provide support in general administration duties, such as expenses reimbursement Provide backup support for reception Participate in various HR and Admin projects as assigned 	<ul style="list-style-type: none"> Bachelor Degree, Year 2 or above, major in Business Administration or other related disciplines Attention to details, proactive with can-do attitude Good communication skills, interpersonal skills and problem solving skills Basic knowledge of MS Office Excellent command in both written and spoken English and Chinese (including Putonghua)
Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Finance & Accounting	<ul style="list-style-type: none"> Perform administration tasks including financial documents and records Support AR/ AP process and prepare signature for payment requests Assist with financial analysis and reporting Conduct research and analysis to help inform financial decision-making Assist in other ad-hoc jobs 	<ul style="list-style-type: none"> Bachelor Degree, Year 3 or above, major in accounting/finance or related discipline Attention to details, proactive with can-do attitude Basic knowledge of data collection and analysis Basic knowledge of MS Office Excellent command in both written and spoken English and Chinese (including Putonghua) Able to work on site at least 3 days per week

Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Investment Management	<ul style="list-style-type: none"> • Data analysis: Assist in Data collection, validation, governance, and analysis to support investment and actuarial calculations and modeling efforts • Asset and liability modeling: Contribute to the development, enhancement, and validation of asset and liability models, such as liability reserve pricing models and risk assessment models • Investment analysis: Support macroeconomic research, fundamental and financial analysis and assist in preparation of credit analysis reports. Analyze financial data and provide insights on investment opportunity and risk to support investment decision-making processes • Cross-functional collaboration: Collaborate with cross-functional teams and assist in daily administration work to ensure effective communication and coordination 	<ul style="list-style-type: none"> • Bachelor Degree, Year 3 or above, major in Actuarial, Mathematics, Statistics, Financial Engineering or a related quantitative field • Strong analytical and problem-solving skills, with a solid foundation in mathematics, statistics and financial modelling • Familiar with programming languages such as C++, Python, R, VBA or SQL. Experience with financial and actuarial modeling is preferred • Knowledge of financial and actuarial concepts, enrolling or passed actuarial exam or CFA exam is preferred • Attention to detail and accuracy in working with complex datasets and performing calculations • Excellent written and verbal communication skills in both English and Mandarin (Cantonese is a plus but not must), with the ability to effectively present and explain professional concepts to both technical and non-technical stakeholders • Strong organizational and time management skills, with the ability to prioritize tasks and meet deadlines in a fast-paced environment • Ability to work independently as well as collaboratively in a team-oriented setting
Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Agency Business (Marketing Management)	<ul style="list-style-type: none"> • Assist in daily agency license registration and submission • Assist in daily sales support administration • Assist in market research and data analysis • Daily administrative work 	<ul style="list-style-type: none"> • Bachelor Degree, Year 1 or above, major in Business Administration, Economics or relate disciplines • Basic knowledge of current insurance market • Basic knowledge of data collection and analysis • Familiar with the use of MS Office & Outlook • Excellent command in both written and spoken English and Chinese (including Putonghua).
Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Bancassurance	<ul style="list-style-type: none"> • Assist in channel development, promotion and support • Achieve team's sales target • Assist in providing sales support ; building and maintaining strong relationship with business partners • Conduct market research, comparison and analysis • Support overall daily duties • Ad-hoc tasks assigned by the supervisor 	<ul style="list-style-type: none"> • Bachelor Degree, Year 2 or above, major in Business Administration, Economics, Finances or related disciplines • Good communication skills, interpersonal skills and problem solving skills • Attention to details, proactive with can-do attitude • Familiar with the use of MS Office & Outlook • Excellent command in both written and spoken English and Chinese (including Putonghua)

Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Product Marketing (Product Development)	<ul style="list-style-type: none"> • Assist in product development, e.g. product document drafting and user acceptance test, etc. • Gather market information and prepare market comparison/market intelligence report • Assist in ad-hoc projects and other duties as required 	<ul style="list-style-type: none"> • Bachelor Degree, Year 2 or above, major in Actuarial / Business Administration or related disciplines • Basic knowledge of MS Office • Good analytical skill and communication skills • Excellent command in both written and spoken English and Chinese (including Putonghua)
Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Product Marketing (Pricing)	<ul style="list-style-type: none"> • Conduct various levels of data analysis and market studies • Assist in providing financial information to prepare internal management report • Support new product launch and perform system User Acceptance Test (UAT) • Assist in handling special quotation • Assist in ad-hoc projects and other duties as required 	<ul style="list-style-type: none"> • Bachelor Degree, Year 2 or above, major in Actuarial Science, Mathematics, Statistics, or other related disciplines • Basic insurance products knowledge and in progress of acquiring actuarial professional qualification would be advantages • Strong analytical skill and good communication skill • Self-motivated, detail-minded and result-oriented • Excellent command in both written and spoken English and Chinese (including Putonghua)
Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Actuarial & Corporate Planning (Actuarial)	<ul style="list-style-type: none"> • Assist in assessing the company's solvency under different regulatory regimes including IO/RBC • Assist in preparing materials for submission to the Hong Kong Insurance Regulatory Bureau • Assist in producing the company's annual capital and budget plan • Assist in assessing dividend of Par product and settlement interest rate of Universal product • Assist in optimizing and accelerating workflows 	<ul style="list-style-type: none"> • Bachelor Degree, Year 3 or above, major in actuarial science, statistics, mathematics, accounting, insurance, finance, economics etc. or related disciplines • Good in communication • Familiar with various automation and actuarial software and experience in Prophet, VBA and Python • Attention to detail, strong analytical skill and able to multitask • Good progress in the actuarial examination is preferred • Excellent command in both written and spoken English and Chinese (including Putonghua)
Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Actuarial & Corporate Planning (Corporate Planning)	<ul style="list-style-type: none"> • Conduct market research and competitor analysis to identify key industry and market trends • Collaborate and coordinate with various departments to gather and analyze business data, and prepare reports, presentations materials and other materials • Prepare new business analysis and presentation materials • Perform other responsibilities and duties as assigned 	<ul style="list-style-type: none"> • Bachelor Degree, Year 3 or above, major in business administration, statistics or related disciplines • Familiar with the use of MS Office & Outlook • Basic knowledge of VBA programming • Attention to detail, strong analytical skill and able to multitask • Excellent command in both written and spoken English and Chinese (including Putonghua)

Insurance	China Taiping Life Insurance (Hong Kong) Company Limited	Summer Intern, Legal & Compliance	<ul style="list-style-type: none"> • Provide overall support to the Legal and Compliance Department • Prepare Compliance reports • Assist in drafting Compliance letter • Conduct Compliance testing • Conduct day to day AML investigation and review • Prepare supporting documents to Internal audit for checking • Ad-hoc tasks assigned by the supervisor 	<ul style="list-style-type: none"> • Bachelor Degree, Year 2 or above, major in Law, Business Administration, Professional Accountancy or equivalent disciplines • Attention to details and able to work in a face-paced environment • Familiar with the use of MS Office & Outlook • Excellent command in both written and spoken English and Chinese (including Putonghua)
Insurance	Chow Tai Fook Life Insurance Company Limited	Intern, Actuarial	<ul style="list-style-type: none"> • As an Actuarial Intern, you will gain hands-on experience in a dynamic environment, setting us apart from other insurance companies. You will work closely with our experienced teams, contributing to impactful projects that shape our future. • Engage in advanced actuarial model runs that drive decision-making • Support regular reporting tasks and sophisticated reinsurance calculations • Collaborate on financial projections and comprehensive financial analyses, enhancing your analytical skills • Assist in the development of cutting-edge actuarial models that influence strategic initiatives • Participate in mortality, lapse, and other experience studies, gaining valuable insights into market trends • Conduct system User Acceptance Testing (UAT) to ensure our tools meet the highest standards 	<ul style="list-style-type: none"> • University postgraduate or undergraduate students majoring in Actuarial Science, Statistics, or related fields are encouraged to apply. • A strong desire to learn and contribute to innovative actuarial solutions in a collaborative and dynamic environment
Insurance	Chow Tai Fook Life Insurance Company Limited	Intern, Product Development	<ul style="list-style-type: none"> • As a Product Development Intern, you will immerse yourself in a vibrant and innovative environment. This role offers you the chance to collaborate with talented professionals and contribute to exciting projects that drive our product evolution. • Participate in product pricing efforts to develop competitive insurance solutions • Conduct User Acceptance Testing (UAT) to ensure seamless product launches and functionality • Analyze industry data and assess competitors' products to identify market trends and opportunities • Consolidate findings into actionable insights and compelling presentations that support strategic decisions 	<ul style="list-style-type: none"> • University postgraduate or undergraduate students majoring in Actuarial Science, Statistics, or related fields are encouraged to apply • A strong desire to learn and contribute to innovative actuarial solutions in a collaborative and dynamic environment

Insurance	CMB Wing Lung Insurance Company Limited	Assistant (Claims)	<ul style="list-style-type: none"> • Administrative support and simple claims input 	<ul style="list-style-type: none"> • Post-graduate / MS Office skills
Intermediary	Coface Greater China Services Limited	Credit rating Intern	<ul style="list-style-type: none"> • Provide, update and assess information for underwriters regarding debtor risks. Research additional information, such as press information, where required. • Write debtor reports for Asia Pacific region and / or company news & industry report, etc., and assist with ad hoc projects 	<ul style="list-style-type: none"> • Major in Business, Economics is preferred
Intermediary	Coface Greater China Services Limited	Finance intern	<ul style="list-style-type: none"> • Conduct ad-hoc financial analysis to support business decision making • Support financial closing and financial compliance projects • Support financial process improvement / simplification projects 	<ul style="list-style-type: none"> • Major in Finance, Accounting, Business Management preferred • Analytical & critical thinking; • Proactive and attention to details • Quick learner and self starter • Microsoft Office Applications : Outlook, Powerpoint, Excel advanced
Intermediary	Coface Greater China Services Limited	Marketing intern	<ul style="list-style-type: none"> • Assist in the development and execution of marketing campaigns to promote Coface as a company, it's services and as an employer • Support the creation of engaging content for social media, blogs, and newsletters • Support the marketing team in evaluating the results of marketing efforts; Collect and analyze data from marketing campaigns 	<ul style="list-style-type: none"> • Major in marketing, business, communications, or a related field; Strong written and verbal communication skills; Detail-oriented with strong organizational skills • Familiarity with social media platforms and digital marketing tools; Comfortable working with data to draw conclusions; Basic knowledge of graphic design tools (e.g., Canva, Adobe Creative Suite) is a plus
Insurance	Dah Sing Insurance Company Limited	Summer Intern (Actuarial)	<ul style="list-style-type: none"> • Support in actuarial pricing of insurance products • Assist to review the product documentations including policy contracts, provisions, product specs etc. • Provide support in experience studies to analyze portfolio trends 	<ul style="list-style-type: none"> • University students major in Actuarial Studies, or other quantitative discipline, including Statistics, Data Science, Risk Management, etc. • Good analytical and communication skills • Good command of written English and Chinese
Insurance	Dah Sing Insurance Company Limited	Summer Intern (Claims)	<ul style="list-style-type: none"> • Claims letter classification and other administrative support to the team as assigned 	<ul style="list-style-type: none"> • Proficient in Microsoft Office • Good command of written English and Chinese
Insurance	Dah Sing Insurance Company Limited	Summer Intern (Intermediaries Business)	<ul style="list-style-type: none"> • Support the preparation of reports • Provide administrative support to the team as assigned 	<ul style="list-style-type: none"> • Proficient in Microsoft Office • Good command of written English and Chinese

Insurance	Dah Sing Insurance Company Limited	Summer Intern (IT Transformation & Business Solution)	<ul style="list-style-type: none"> • Coordinate the projects with vendors and provide administrative support to the team as assigned 	<ul style="list-style-type: none"> • Proficient in Microsoft Office • Good command of written English and Chinese
Insurance	Dah Sing Insurance Company Limited	Summer Intern (Retail Distribution)	<ul style="list-style-type: none"> • Support the preparation of reports • Provide administrative support to the team as assigned 	<ul style="list-style-type: none"> • Proficient in Microsoft Office • Good command of written English and Chinese
Insurance	Dah Sing Insurance Company Limited	Summer Intern (Underwriting)	<ul style="list-style-type: none"> • Support the preparation of reports • Provide administrative support to the team as assigned 	<ul style="list-style-type: none"> • Proficient in Microsoft Office • Good command of written English and Chinese
Intermediary	Delta Asia Wealth Management Limited	Trainee - Insurance	<ul style="list-style-type: none"> • Perform team support • Ensure accuracy of all requests to be completed and up to good quality standards • Provide administrative support to the team on sales support/product development of General and Life Insurance and MPF products • Analyze market trends and conduct product research to support product development • Analyze business data to identify business opportunities and support strategic planning and the implantation of sales reinforcement initiatives • Assist in preparing and reviewing training materials and coordination of training sessions for RMs • Ensure the enforcement of sales compliance fulfillment and support regular & ad-hoc tasks as assigned • Contribute to the success of insurance business growth and full sales compliance to internal and/or regulatory requirements 	<ul style="list-style-type: none"> • Undergraduate Degree in business administration, economics, finance or related discipline • Excellent communication skill and analytical skill • Good knowledge of PC applications such as Microsoft Word, Excel • Exposure in insurance broker firms preferred
Intermediary	Eddid Financial Holdings Limited	Summer Intern	<ul style="list-style-type: none"> • Support the compliance department in handling EICL's legal and regulatory matters to ensure adherence to relevant laws and policies • Prepare EICL's monthly commission reports to track and report revenue performance • Communicate effectively with clients and internal teams to ensure smooth execution of tasks 	<ul style="list-style-type: none"> • Undergraduate in insurance or related disciplines • Excellent written and spoken English, Cantonese and Mandarin

Insurance	FWD Life Insurance Company (Bermuda) Limited (Incorporated in Bermuda with limited liability)	Student Intern, Operation Excellence, Life Insurance Projects	<ul style="list-style-type: none"> • Support system implementation, including data and requirement analysis • Perform user acceptance test and post implementation check • Prepare training materials, video clips and whatsapp posts to promote digital tools 	<ul style="list-style-type: none"> • Final year or penultimate year students from all discipline, Excellent communication and interpersonal skills • Ability to work in a fast-paced environment and to multi-task, Proactive, independent, and self-motivated, Strong command of spoken and written Cantonese, English and Mandarin
Insurance	FWD Life Insurance Company (Bermuda) Limited (Incorporated in Bermuda with limited liability)	Student Intern, Data Analytics	<ul style="list-style-type: none"> • Utilize advanced data analytics techniques and statistical methods to support informed business decisions • Develop and automate reports and dashboards to present data insights and monitor performance • Develop, maintain and apply the predictive ML models to enhance customer experience, operational efficiency, and revenue generation 	<ul style="list-style-type: none"> • Currently pursuing a Bachelor's or Master's degree in a quantitative field such as Mathematics, Statistics, Computer Science, or related disciplines. • Proficiency in programming languages such as Python for data manipulation, analysis, and modeling • Proficiency in database languages such as SQL for data extraction, transformation, and analysis.
Insurance	FWD Life Insurance Company (Bermuda) Limited (Incorporated in Bermuda with limited liability)	Student Intern, Investment	<ul style="list-style-type: none"> • Entering data from source documents within time limits • Meet due diligence and internal process requirements 	<ul style="list-style-type: none"> • Students in Finance or related disciplines is preferred • Proficient in MS Office, Detail minded and responsible
Intermediary	Gain Miles Assurance Consultants Limited	Actuarial intern	<ul style="list-style-type: none"> • Identify and understand the current operational problems and make suggestions for improvement through forecasting, gap analysis, quantitative reporting, research and statistical analysis • Analyze survey findings and develop reports and communication decks to different stakeholders such as the company's management, sales teams and clients • Support in any other ad-hoc tasks as assigned 	<ul style="list-style-type: none"> • Pursuing a bachelor's degree in Finance, Business or related degree is preferred • Good analytical and communication skills • Attentive with strong analytical and problem-solving skills • Proficient in spoken & written English & Chinese • Proficiency in MS Office • Can do positive attitude

Intermediary	Gain Miles Assurance Consultants Limited	Associate Consultant intern	<ul style="list-style-type: none"> • provides an excellent opportunity to learn about fund comparison and composition • assisting in conducting investment analysis and fund analysis • preparing presentation decks and utilizing Bloomberg • participating in ongoing training and development sessions • Support in any other ad-hoc tasks as assigned 	<ul style="list-style-type: none"> • Pursuing a bachelor's degree in Finance, Business or related degree is preferred • Possess excellent verbal and written communication skills • Proficiency in MS Office • Be able to demonstrate a high level of professionalism and positive attitude • Show an interest in developing a career in wealth management and financial services industry
Intermediary	Gain Miles Assurance Consultants Limited	Business Analyst intern	<ul style="list-style-type: none"> • Assist on various IT related projects, for example, launch of APP and website, system enhancement, system immigration, IT data cleaning & mapping • Project management tool and coding exposure would be provided • Liaise and manage vendor to resolve infrastructure issues / projects • Assist IT administer for IT infrastructure and technical support for all staff • Support in any other ad-hoc tasks as assigned 	<ul style="list-style-type: none"> • Pursuing a bachelor's degree in Computer Science, IT engineering or Business related degree is preferred • Good verbal and written communication skills • Proficiency in MS Office • Can-do attitude • Show an interest in developing a career in IT sector
Intermediary	Gain Miles Assurance Consultants Limited	Customer Relationship & Operations Management Intern	<ul style="list-style-type: none"> • Perform data analysis to extract potential business opportunity insights, identify trends with market comparable • Involve in system data cleansing and data migration to Customer Relationship Management System CRM • Assist in the testing and validation of CRM, and its features and functionalities • Assist in lead assignment and compile calling exercise list for frontline wealth management staff to execute • Assist in conducting thorough analysis of existing wealth management business processes and systems to identify gaps, inefficiencies, and areas for improvement • Create and maintain detailed documentation, including functional specifications, system requirements, and user manuals • Assist in managing activity campaign records and generating in-depth activity reports for top management to track sales performance • Support in any other ad-hoc tasks as assigned 	<ul style="list-style-type: none"> • Pursuing a bachelor's degree in Finance, Business or related degree is preferred (welcome all undergraduates and postgraduates students) • Possess excellent verbal and written communication skills • Proficiency in MS Office • Can-do attitude

Insurance	Generali Life (Hong Kong) Limited	Intern - Operation	<ul style="list-style-type: none"> • Provide support for all operational aspects of the insurance business • Ensure smooth operation of the workflow and work processes • Cover policy services, policy administration, customer & claims services 	<ul style="list-style-type: none"> • bright, self-motivated, team-player • current tertiary or university student in any disciplines
Insurance	Generali Life (Hong Kong) Limited	Intern - IT	<ul style="list-style-type: none"> • exciting and unique opportunity to develop hands-on and professional IT skills • provide support to Digital / Solutions / Infrastructure and Operations • practical exposure to IT projects with latest technologies 	<ul style="list-style-type: none"> • current university / tertiary student in any related disciplines • passion in technology, digital and innovation
Insurance	Generali Life (Hong Kong) Limited	Intern - Business Support	<ul style="list-style-type: none"> • work closely with the Sales Development team to make direct impact • provide support to our partners, vendors, clients and / or brokers • reporting & analytics 	<ul style="list-style-type: none"> • current university / tertiary student in any related disciplines • self-motivated, energetic, adaptive
Intermediary	Gen Z Consultant Limited	Internship (Financial Planner)	<ul style="list-style-type: none"> • Data Entry • Prepare Proposal • Follow up potential client through phone 	<ul style="list-style-type: none"> • University Student or Graduate in Financial or Business related
Intermediary	Grandwood Insurance Brokers Limited	Insurance Broking Internship	<ul style="list-style-type: none"> • Supporting daily insurance policy operations including preparing policy documentation • Assist in client surveys, seminars & events, preparing invitations, marketing letters, event handouts & conducting client research • Providing support on business development initiatives, such as administrative support in prospecting & maintenance of database 	<ul style="list-style-type: none"> • Proficient in the use of Microsoft office, Chinese Word Processing

Insurance	Hannover Ruck SE Hong Kong Branch	Actuarial Intern - Valuation	<ul style="list-style-type: none"> • Assist in routine data transformation process and maintaining the core databases of the company • Involve in actuarial valuation and financial reporting under IFRS17, Solvency II basis and Hong Kong Risk Based Capital (HKRBC) regime • Participate in experience analysis for in-force business (i.e. model enhancement on existing products and assumption updates) 	<ul style="list-style-type: none"> • University students majoring in Statistics, Actuarial Science, Mathematics, Risk Management Science, Computer Science, Information Technology, Business or related discipline • Proficiency in Microsoft Excel and/or related analytic tools such as SQL and Visual Basic for Applications is an advantage
Insurance	Hannover Ruck SE Hong Kong Branch	Intern - Data Analyst	<ul style="list-style-type: none"> • Involve in the routine reinsurance data /statements validation for accuracy and compliance • Assist in Finance and Planning Including technical provisions under IFRS17, Solvency II basis and Hong Kong Risk Based Capital (HKRBC) regime • Participate in on-going automation project to streamline data management work-flow 	<ul style="list-style-type: none"> • University students majoring in Statistics, Actuarial Science, Mathematics, Risk Management Science, Computer Science, Information Technology, Business or related discipline • Proficiency in Microsoft Excel and/or related analytic tools such as SQL and Visual Basic for Applications is an advantage
Insurance	Hannover Ruck SE Hong Kong Branch	Underwriting Intern	<ul style="list-style-type: none"> • Day-to-day underwriting and claims support • Data capturing and verifying • Preparation of reports and administrative support 	<ul style="list-style-type: none"> • Good command of English and Chinese • Familiar with PC operations such as MS Outlook, Word, Excel and PowerPoint
Insurance	Hannover Ruck SE Hong Kong Branch	Actuarial Intern - Pricing	<ul style="list-style-type: none"> • Assist on maintenance and development on reinsurance pricing documentations, experience studies, and pricing related tasks on an ad-hoc basis 	<ul style="list-style-type: none"> • Pursuing a Bachelor's degree in actuarial science or other relevant streams, with prior experience in Excel VBA and T-SQL language preferred
Insurance	Heng An Standard Life (Asia) Limited	Intern, Actuarial	<ul style="list-style-type: none"> • Assist in IFRS 17 reporting, such as preparing and checking model point files, assumption files, actual accounting data etc. • Help to develop system for IFRS 17 including: <ul style="list-style-type: none"> - Data Conversion System for Prophet (C++) - Batch job under Prophet - Actuarial Software - VBA under Microsoft Assess • Assist in organizing results from actuarial software, such as documentation of the purpose and assumptions underlying the results 	<ul style="list-style-type: none"> • University students majoring in actuarial, mathematics or statistics • Experience with excel software • Knowledge to various programming language, such as VBA, C++

Insurance	Heng An Standard Life (Asia) Limited	Intern, People	<ul style="list-style-type: none"> • Payroll preparation and final payment calculation • Support the end to end employee lifecycle process including talent acquisition, pre-employment screening, international assignment, record maintenance • Support employee engagement activities and key business meetings arrangement • Take up the intern ambassador role, act as their 'go-to' person for any people related issues encountered by any intern members 	<ul style="list-style-type: none"> • Basic understanding in HK employment ordinance and other related legislation • Proficient in MS office • Effective communicator, listener with a positive mindset • Proficiency in the latest AI tools is a plus
Insurance	Heng An Standard Life (Asia) Limited	Intern, Finance	<ul style="list-style-type: none"> • Support the UAT testing of the new accounting system and new product • Assist, following the documentation of IFRS17 to test the implementation result in SAS and Oracle. Also, making the balance sheet and profit & loss account • Support in the UAT testing of Robotic Process Automation in Finance department, in particular in fund trading • Help in developing automation for financial monthly reporting • Assist in implementing the automation in management reporting 	<ul style="list-style-type: none"> • Familiar with excel, familiar with Marco is preferable • With accounting knowledge is a must • Good presentation and communication skill • Fluent in Putonghua and English is preferable • With the spirit of Dare to try
Insurance	Heng An Standard Life (Asia) Limited	Intern, Marketing	<ul style="list-style-type: none"> • Launch AIGC (AI Generated Content) to promote the Company and its propositions • Boost followers and engagement on social media platform via campaigns and well-thought-out content • Explore and deploy appropriate AI tools to support AIGC development • Social listening and research • Assist the launch of new product • Support event management for the activities of the Company 	<ul style="list-style-type: none"> • University students in any disciplines • Good knowledge of MS offices • Well versed in Excel and Chinese word processing • Proficiency of Chinese and English • Knowledge and experience in digital marketing, social media platform and AI tools for content production (include videos) • Attentive to details
Insurance	Heng An Standard Life (Asia) Limited	Intern, Operations	<ul style="list-style-type: none"> • Perform work analysis and data analysis to propose and implement initiatives to streamline operational processes • Design test plan, perform UAT and prepare systematic documentation of testing results within specific timeframe to support timely delivery of system projects • Analyze operational processes and system gaps to support new product implementation • Ad hoc tasks assigned by supervisor 	<ul style="list-style-type: none"> • University students in any disciplines • Good knowledge of MS offices • Well versed in Excel and Chinese word processing • Good command of written Chinese and English • Attentive to details

Insurance	Heng An Standard Life (Asia) Limited	Intern, Pricing and Commercial	<ul style="list-style-type: none"> • Actuarial model building and verification • Enhancement and automation on actuarial model • Parameter setting (actuarial assumptions) on actuarial model • Application of actuarial model to business use (Concession cases calculation) • UAT checking between system and actuarial model for new products and customer campaigns • Market Data analysis and comparison 	<ul style="list-style-type: none"> • Proficient in MS office skills • Basic Insurance product knowledge • Basic Actuarial background (preferred) • Fluent in English/Cantonese
Insurance	Heng An Standard Life (Asia) Limited	Intern, Strategy & Digital	<ul style="list-style-type: none"> • Participate in requirement analysis, system design and conduct application development according to business processes and requirements • Conduct system unit testing and provide UAT support • Conduct AI new initiatives or POC to support business optimization or innovation • Prepare documentation including business specification, technical specification and user manual 	<ul style="list-style-type: none"> • Knowledge on one of the these skills: <ul style="list-style-type: none"> - MS .NET application development, for example, C#.NET application with MS SQL Server - REST API, Node.js, AngularJS and Java development - Python development and Data Analysis - Python development and familiarity in AI model, such as GPT,POE, COZ etc. - Good practice on new AI/AIGC tools, such as GPT, Midjourney, Stable Diffusion etc., with good prompt skill • Good problem-solving skill, able to pick up new technologies • A proactive fast-learning team player • Proficiency in both written and oral English and Chinese • Students who are enrolled in Computer Science, Information Science and Information Technology programmes, or equivalent programmes, are preferred
Insurance	Heng An Standard Life (Asia) Limited	Intern, Compliance	<ul style="list-style-type: none"> • Conduct day to day Anti-Money Laundering (AML) Compliance investigations and review • Assist the team to prepare the Compliance management reports • Work on projects aimed at enhancing the compliance infrastructure and collaborate with the team to address compliance issues across the business • Ad hoc tasks assigned by supervisor 	<ul style="list-style-type: none"> • University students in any disciplines, major in Law, Finance or Corporate Governance is highly preferable • Good knowledge of MS offices • Well versed in Excel and Chinese word processing • Good command of written Chinese and English • Attentive to details

Intermediary	Hong Kong Actuarial Insurance Consultants Company Limited	Junior Software Engineer	<ul style="list-style-type: none"> • Working with design team and translating requirements and mockups into fully functioning features websites and applications • Delivering documentation, conduct testing and troubleshoot websites • Assist in ad hoc programming development projects 	<ul style="list-style-type: none"> • Hands-on experience in Web application development • Web application development Knowledge in any of Golang, Node.JS, React.JS, Typescript, HTML5, CSS, and JavaScript a definite advantage • Experience in using SQL, mongodb, dynamodb, graphql • Experience in using Git, cloud service providers (AWS) is a plus • Strong sense of responsibility and self-motivated
Intermediary	Hong Kong Actuarial Insurance Consultants Company Limited	UI/UX Designer	<ul style="list-style-type: none"> • Works with development team to design and develop information, architecture, interactions model, user interface & user flow for web and mobile apps 	<ul style="list-style-type: none"> • Diploma / Degree in design related subject • Experience in Adobe XD and Figma • A portfolio of relevant design work
Intermediary	Hong Kong Actuarial Insurance Consultants Company Limited	Actuary Assistant	<ul style="list-style-type: none"> • Organize knowledges and subjects related to actuary or finance field • Putting the knowledges into easy-understanding words in PPT for presentation purpose 	<ul style="list-style-type: none"> • Diploma or above in actuarial science, accounting, economics, or equivalent • Sitting at least 1 paper in SOA or IFoA exams, or any professional exams like CFA • Good in written and communication in both Chinese and English
Intermediary	Hong Kong Winy Group Limited	媒體製作實習生	<ul style="list-style-type: none"> • 編制影片, 拍攝, 剪輯短片, 短片後期製作 	<ul style="list-style-type: none"> • 熟練photoshop及illustrator, 具有基本電腦操作技巧
Intermediary	Hong Kong Winy Group Limited	Summer Intern	<ul style="list-style-type: none"> • 負責製作PPT, 海報等後勤行政工作 	<ul style="list-style-type: none"> • 具有良好策劃, 溝通技巧
Intermediary	Hong Kong Yeetah Insurance Broker Limited	Intern	<ul style="list-style-type: none"> • 投保申請文件填寫, 使用保險系統製作計劃書文件, 協助客戶簽署保單文件, 以及跟進售前及售後涉及的文書事宜 • 客戶簽署文件涉及少量外勤工作 • 對已處理的保單文件歸檔, 掃描, 存檔; 協助處理已完成的保單查詢, 理賠文件等售後文件處理 	<ul style="list-style-type: none"> • 要求工作態度認真, 細心, 性格沉穩、處事穩重、電腦操作熟練 • 良好的溝通能力及協調能力, 良好的文字撰寫能力

Intermediary	Howden Insurance Brokers (HK) Ltd	Trainee (EB)	<ul style="list-style-type: none"> • Support the Employee Benefits team with a database management system • Maintain a central record-keeping system for Employee Benefits team • Ad-hoc project support 	<ul style="list-style-type: none"> • Relevant studies in insurance is preferable • Ability to demonstrate a strong command of MS
Intermediary	Howden Insurance Brokers (HK) Ltd	Trainee (Corporate & Commercial)	<ul style="list-style-type: none"> • Support the Corporate & Commercial team with a database management system • Maintain a central record-keeping system for Corporate & Commercial team • Ad-hoc project support 	<ul style="list-style-type: none"> • Relevant studies in insurance is preferable • Ability to demonstrate a strong command of MS
Insurance	Liberty International Insurance Limited	Claims Department Intern	<ul style="list-style-type: none"> • Medical claims processing • Responsible for providing day-to-day administrative support to the Claims team • Perform clerical duties as assigned • Assist in ad hoc projects assigned by Manager for operation and service enhancement 	<ul style="list-style-type: none"> • Non-final year graduate • Self-motivated, detail-oriented, and customer centric with a strong sense of ownership • Proficiency in MS Office • Good command of written and spoken English and Chinese
Insurance	Liberty International Insurance Limited	Compliance Department Intern	<ul style="list-style-type: none"> • Assist in organization of Integrity Week/ Month activities, e.g., educational posters, activity & event organization, training preparation & coordination, etc. • Assist in legal and regulatory research • Summarize regulatory publications and circulars • Assist in document management within the function • Provide administrative support and handle ad hoc tasks assigned 	<ul style="list-style-type: none"> • Penultimate or last year of Bachelor degree or higher in any of business, accounting, law or technology discipline preferred • Excellent oral and written communication skills, with proficiency in English and Chinese/Cantonese • Good proficiency in Microsoft Office applications, including Word, Excel and PowerPoint etc.

Insurance	Liberty International Insurance Limited	Distribution, Strategy and Transformation Department Intern	<p>The 10 weeks summer interns program is designed to provide students with an insight into Insurance industry through on-the-job training and mentoring. You will join our Hong Kong Distribution Team, working with our sales and account management professionals. In this programme, you can learn the fundamentals of distribution and different kinds of insurance products knowledge and gain an exposure to a vibrant, fast-paced corporate environment.</p> <ul style="list-style-type: none"> • Contribute to the success of business growth and end-to-end business development process, experience how to ensure the enforcement of sales comply with internal compliance and regulatory requirements • Provide administrative support to the team to implement sales reinforcement initiatives • Responsible for data input and maintaining data integrity • Assist in market research and gather insights data in the industry • Handle ad-hoc projects and other duties as required 	<ul style="list-style-type: none"> • Non-final year graduate with GPA 3.0 or above • Open to all majors, with relevant work experience will be an advantage • Proficient with Microsoft Word, Excel and Power Points • Positive attitude, self-motivated and eager to learn • Possess an extraordinary attention to details • Good team player with strong Communication Skills
Insurance	Liberty International Insurance Limited	Human Resources Department Intern	<p>Support the Human Resources Business Partner (HRBP) and HR team to develop and drive People agendas aligned with business objectives, including but not limited to:</p> <ul style="list-style-type: none"> • Contribute to HRBP projects and initiatives to support employee lifecycle management • Support in engagement events and internal communications • Uphold the highest ethical standard and provide advice to the businesses to ensure they are compliant with the culture and values of Liberty when dealing with people related matters • Collaborate with the HRBP to design, streamline and enhance HR processes • Contribute to new ideas and information with other HR Team members • Partner with the HRBP to develop and implement the engagement strategies and programs that increase employee satisfaction • Support Compensation & Benefits projects • Assist in general HR functions & projects as assigned 	<ul style="list-style-type: none"> • Currently pursuing a bachelor's degree or higher in a related discipline, on-the-job mentorship will be provided • Prior internship/ part-time experience will be an advantage • Ethical, discreet with Collaborative and Inclusive Mindset • Strong Team player with excellent communication and interpersonal skills • Proficient in MS Office • Ability to work with multi-cultural and cross-functional teams • Self-driven and takes the initiative with an ability to achieve results

Insurance	Liberty International Insurance Limited	Legal Department Intern	<p>This Program is designed to provide students with an insight into Insurance industry through on-the-job training and mentoring. You will join our Hong Kong Legal Team, working with our legal professionals. Get the opportunity to learn the fundamentals of legal duties and different kinds of insurance products knowledge, plus an exposure of a vibrant, fast-paced corporate environment.</p> <ul style="list-style-type: none"> • Assist and support the Legal Leaders in the administration of the business from a legal perspective and to ensure the Company is in compliance with local and corporate legal requirements • Set up and maintain legal library (softcopy & hardcopy) of legal regulations and legal advice • Handle ad-hoc projects and other duties as required 	<ul style="list-style-type: none"> • Non-final year graduate in business administration, finance, law, or a related field • Prior experience in insurance or financial services industry preferred • Proficient with Microsoft Word, Excel and Power Points • Positive attitude, self-motivated and eager to learn • Ability to handle sensitive and confidential information with discretion and integrity • Fluent spoken and written English and Chinese (Cantonese speaker is preferred) • Good at Microsoft office (Word, Excel) skills
Insurance	Liberty International Insurance Limited	Risk Department Intern	<ul style="list-style-type: none"> • Assist roll out/implementation of operational resilience/business continuity management go forward program • Assist organizing company wide risk and control matrix in preparation for migration to risk management digital tool • Assist enhancing risk reporting dashboards • Assist in ad hoc tasks 	<ul style="list-style-type: none"> • Good Excel/PowerPoint skills • Good communicator • Positive and keen to learn

Insurance	Liberty International Insurance Limited	Underwriting Department (Product-Motor) Intern	<p>This Program is designed to provide students with an insight into Insurance industry through on-the-job training and mentoring. You will join our Product, Motor Underwriting Team at our Hong Kong office and get the opportunity to participate in impactful projects for the team and get the chance to: explore and gain understanding of a career in Insurance & Underwriting/Product take ownership of projects or initiatives with real-world impact and visibility gain exposure to working with a long-standing authorized insurer backed by a reputable Global Fortune 500 company.</p> <p>You will have the opportunity to contribute in various areas, including but not limited to :</p> <ul style="list-style-type: none"> • pricing (market intelligence, pricing strategy recommendation) • product (new product development/extension, existing product revamp, research) • underwriting projects (gain insights regarding portfolio management & risk selection); • other strategic / tactical initiatives (operation / process improvement, application development & ideation/design thinking). 	<ul style="list-style-type: none"> • 3rd or 4th year university students, major in business/insurance/actuarial science/mathematics preferred but not a must • Demonstrates strong intellectual curiosity, willing to take ownership in work and deliverables, and most importantly can act with humility and integrity • Prior insurance knowledge or background not necessary • Proficient with Microsoft Word, Excel and Power Points • Fluent spoken and written English and Chinese (Cantonese speaker is preferred)
Insurance	Liberty International Insurance Limited	Underwriting Department (Product, Non-Motor) Intern	<ul style="list-style-type: none"> • Establish procedures and workflows to optimize efficiency and to ensure the best-in-class underwriting controls and service levels in place • Set service level / quality expectations and collaborating opportunities with sales, operations, marketing and claims to achieve the financial plans and to rectify any concerns on both new and renewal businesses • Coordinates with other teams / departments for daily operations • Observes latest insurance information through close connection with insurance associations and other insurance / reinsurance companies 	<ul style="list-style-type: none"> • 3rd or 4th year university students, major in business/insurance/actuarial science/mathematics preferred but not a must • Demonstrates strong intellectual curiosity, willing to take ownership in work and deliverables, and most importantly can act with humility and integrity • Prior insurance knowledge or background not necessary • Proficient with Microsoft Word, Excel and Power Points • Fluent spoken and written English and Chinese (Cantonese speaker is preferred)
Intermediary	Lloyds Pacific Financial Consultants Limited	Marketing Assistant	<ul style="list-style-type: none"> • Handle of marketing documents and supporting materials 	<ul style="list-style-type: none"> • University undergraduate / student

Intermediary	Lloyds Pacific Financial Consultants Limited	Administrative Assistant	<ul style="list-style-type: none"> • General administration work 	<ul style="list-style-type: none"> • University undergraduate / student
Intermediary	Lockton Companies (Hong Kong) Limited	Intern - Finance	<ul style="list-style-type: none"> • Preparing cheque deposit slip and courier to banks • Assist in updating monthly reports • Assist with T&E supporting document checking and updating the monthly report • Assist in follow up the long outstanding receivable • Filling in ad hoc forms for banks 	<ul style="list-style-type: none"> • University student, preference for studying either Accounting or Finance as their major • Good in MS office • Good in English speaking and writing
Intermediary	Lockton Companies (Hong Kong) Limited	Intern - People Solutions Business	<ul style="list-style-type: none"> • To work closely with Senior Consultant in supporting the policy administration of corporate employee benefits program including group medical and group life insurance • Support the Consultants in preparing and organizing different presentation materials including benefit comparisons, renewal reports, benefit briefing presentations, RFQ documents 	<ul style="list-style-type: none"> • Major in insurance-related is preferred • Good Skills in MS office • Good command of both English and Chinese
Intermediary	Lockton Companies (Hong Kong) Limited	Intern, Wellbeing & Growth Marketing, People Solutions	<ul style="list-style-type: none"> • To work closely with Business Development, Consulting and Client Management team in supporting the design of the corporate wellness program and create innovative engagement initiatives and activities. • To support various client events and marketing activities to uplift Lockton's brand. • To work closely with the Marketing Team and Consulting team on content development for the marketing collateral in accordance with brand guidelines • To source new vendors/ partners and maintain positive relationships with all key stakeholders including insurance companies, healthcare providers, third party administrator, NGOs or community partners etc. • Assist with ad hoc duties as assigned. 	<ul style="list-style-type: none"> • Degree holder • Proactive Manner • MS Office proficiency • Good command in English and Chinese

Intermediary	Lockton Companies (Hong Kong) Limited	Intern, Consulting & Analytics	<ul style="list-style-type: none"> • Work with the team of consultants and actuaries to conduct data analysis, benchmarking, survey reports, and other deliverables as part of client consulting projects • Maintaining various databases and reporting tools • Support administrative responsibilities, project management, and co-ordination of client benefit and wellness projects • Support business development activities 	<ul style="list-style-type: none"> • Major in Risk Management/ Actuarial Science/ Insurance/ Business/ Engineering/ Computer Science is preferred • Good analytical, interpersonal and communication skills • Self-motivated, responsible, able to work in a team environment • Knowledge of Excel VBA and Power BI is a plus • Proficient in MS Office • Good command of both written and spoken English and Chinese
Intermediary	Lockton Companies (Hong Kong) Limited	Marine, Specialty & Reinsurance Intern	<p>Module Tasks</p> <p>A. Presentation Topic: To Be Advised</p> <ul style="list-style-type: none"> • Research, review, analysis and presentation. <p>B. Mentoring</p> <ul style="list-style-type: none"> • Fundamental insurance knowledge and principles. • Marine and Specialty insurance. • Insurance back-office controls. <p>C. Practical</p> <ul style="list-style-type: none"> • System processing. • Compliance verification. • Documentation editing and filing. • General office duties • Ad hoc tasks <p>D. Marketing</p> <ul style="list-style-type: none"> • Meeting industry practitioners (i.e. insurers) 	<ul style="list-style-type: none"> • University Degree, preferable in Logistics/Shipping/ Business/Finance • Good in MS Office applications, including Word, Excel and Chinese Word Processing • Good spoken and writing skills in both English and Chinese • Good communication and interpersonal skills
Intermediary	Lockton Companies (Hong Kong) Limited	Intern - HR	<ul style="list-style-type: none"> • Assist in handle full spectrum of HR administrative duties • Maintain a complete and updated personnel records of new joiner, termination, and movement, to ensure accuracy and compliance in HR systems • Maintain accurate and update HR record & filing system • Provide general clerical support and administrative duties • Assist in any other ad hoc duties as assigned 	<ul style="list-style-type: none"> • University student, preference for studying HR • Willing to learn, dedicated, detail-minded and committed • Good analytical, interpersonal and communications skills • Skilled in effective research tactics and good organization • Ability to maintain high standards of confidentiality
Insurance	Manulife (International) Limited	Summer Intern - Asia Data Office	<ul style="list-style-type: none"> • Learn some of the responsibilities of Data Analyst and help to set up Data Management Lifecycle processes, in collaboration with stakeholders. • Work as trainee developer on emerging data technologies. 	<ul style="list-style-type: none"> • Majoring in IT, Computer Science and/or Engineering • Good command of MS Word, Excel, PowerPoint, SQL, and Python • Good communication skills in English • Open AI knowledge is highly desirable

Insurance	Manulife (International) Limited	Summer Intern - Accounting & Expense Management	<ul style="list-style-type: none"> • Assist in the preparation of financial statements and reports • Participate in the audit process by providing necessary documentation and information • Perform data entry and management of financial databases 	<ul style="list-style-type: none"> • Currently pursuing a Bachelor's or Master's degree in Accounting, Finance, Economics, or related field • Proficiency in Microsoft Office Suite, particularly Excel • Strong written and verbal communication skills in both Chinese and English
Insurance	Manulife (International) Limited	Summer Intern - General Account Investments	<ul style="list-style-type: none"> • Assist in evaluating investment prospects and profitable opportunities • Track and analyze market developments and events that may affect investment portfolios, led to the strong returns on credit results of insurance offerings • Assist in evaluating the value of invest and risk of equity portfolios as Insurance in-house investor 	<ul style="list-style-type: none"> • Undergraduate or graduate students with a major in finance, economics, or business administration • Strong academic achievement • Solid computer experience in Office with a strong aptitude for learning new software packages • Strong written and oral communication skills
Insurance	Manulife (International) Limited	Summer Intern - Proposition and Product Development	<ul style="list-style-type: none"> • To assist in the development and implementation of new products, product revamp and sales campaigns e.g. prepare and review product related/ sales campaign literatures • To conduct market intelligence, product comparison and analysis that help to identify business opportunities and issues • To assist in investment choice maintenance under our investment Linked Assurance Scheme platform e.g. update dividend/dealing schedules, prepare website updates and policyowner notices, support regulatory submission, settle bills from third party vendors/providers • To support ad hoc tasks/ projects for the department e.g. stock-taking for intranet migration 	<ul style="list-style-type: none"> • Majoring in Business Administration, Insurance, Marketing, Finance or related disciplines • Excellent command of MS Word and PowerPoint • Good command of spoken and written English and Chinese • A self-starter, outgoing, adaptive and eager to learn • Good academic results • Good communication, presentation and interpersonal skills

Insurance	Manulife (International) Limited	Summer Intern - New Business & Underwriting	<ul style="list-style-type: none"> • Understand and familiarize with the daily operations of new business and underwriting in an insurance company • Liaise with different organizations and hospitals/clinics to gather required information and documentation for underwriting purposes • Assist in the preparation and review of underwriting documents and guideline, ensuring accuracy and completeness • Collaborate with the underwriting team to learn how to assess the risk factors and determine appropriate coverage for applicants • Participate in underwriting projects, conducting data checking to ensure the accuracy and decision-making processes is aligned with our underwriting philosophy • Stay updated on industry trends and regulations related to underwriting, and proactively suggest innovative approaches to enhance our underwriting practices 	<ul style="list-style-type: none"> • Currently enrolled in a university program, majoring in relevant field, such as Finance, Business Administration or Insurance is preferred • Basic concepts of insurance, knowledge of insurance industry and underwriting processes in the insurance industry is preferred • Strong attention to detail and the analytical skills • Good communication skills in English and Chinese, both written and verbal communication to interact with the internal and external parties and stakeholders • Proficient in using Microsoft Office Suite and other relevant software applications • Willing to collaborate and learn with others, able to work in a team effectively • A proactive and innovative mindset, with a keen interest in exploring new approaches to underwriting
Insurance	Manulife (International) Limited	Summer Intern - Claims	<ul style="list-style-type: none"> • Assist management in preparing materials for data analysis, presentation and reporting • Support daily claims administration duties • Make phone calls to hospitals / clinics to follow the medical report status • Perform other ad hoc / related duties as assigned by management to support the department 	<ul style="list-style-type: none"> • Undergraduate in my discipline • Proficiency in MS Word, MS Excel, MS PowerPoint and Chinese Word Processing • Good command of English and Chinese, both spoken and written • Good interpersonal and communication skills • Able to work independently under tight schedule
Insurance	Manulife (International) Limited	Summer Intern - Legal	<ul style="list-style-type: none"> • Gain a comprehensive understanding of the roles and responsibilities of in-house legal counsel • Learn about and monitor the litigation process, gaining insights into case management and legal proceedings • Assist in the oversight and coordination of activities involving external legal counsel 	<p>What we are looking for :</p> <ul style="list-style-type: none"> • Currently enrolled in a university Law or relevant program • Strong organizational skills with the ability to multitask and prioritize task effectively • Excellent Chinese and English written and verbal communication skills • Excellent communications skills • Good attention to details • PC literate in Word, Excel, and PowerPoint

Insurance	Manulife (International) Limited	Summer Intern - Compliance	<ul style="list-style-type: none"> • Handling AML name screening result review • Handling AML transaction monitoring review • FATCA / CRS case ongoing review • Support the update staff's compliance training materials • Support the post-launch review of AML inspection related systems changes in July / August • Support on regulatory reporting • Support internal QA and audits • Tracking of EDD cases, and monitor the status • Support on ad hoc requests from Regional Compliance, etc. 	<ul style="list-style-type: none"> • Major in Risk Management, Finance, Statistics • Self-motivated with good sense of responsibility • Analytical and detail-oriented • Team player, self-motivated, able to work under pressure • Good interpersonal and time management skills • Fluent in Chinese and English (both written and verbal)
Insurance	Manulife (International) Limited	Summer Intern - Audit Services	<ul style="list-style-type: none"> • Manage and participate in SOX testing projects • Conduct testing of financial processes and controls • Document and evaluate internal controls • Assist in preparing audit reports • Utilize CAAT tools (Excel, PowerBI) • Collaborate with cross-functional teams 	<ul style="list-style-type: none"> • University student in Accounting, Finance, Business Administration, or related fields • Proficient in Chinese and English, Excel and CAAT tools (PowerBI) • Knowledge of the insurance industry preferred • Strong communication and presentation skills • Results-oriented; able to balance multiple priorities
Insurance	Manulife (International) Limited	Summer Intern - Marketing	<ul style="list-style-type: none"> • Work with Customer Experience Team on various initiatives to understand customers/distributors' needs and pain points, and derive solutions to improve customer experience (e.g. surveys, feedback analysis, action planning workshop, customer correspondence uplift, etc.) • Support Marketing Team on various initiatives for brand promotion, customers & distributors engagement, etc. 	<ul style="list-style-type: none"> • Major in Marketing, Business Studies, Communications, Public Relations • Excellent command of written and spoken English and Chinese • Strong analytical skills, communication skills and excellent team player

Insurance	Manulife (International) Limited	Summer Intern - Regional Corporate Communications	<ul style="list-style-type: none"> • Plan and execute corporate events or special functions • Handle event management duties including venue/vendor sourcing & coordination, and logistic arrangement • Help plan and execute employee engagement events with senior management • Perform a crucial role in multimedia content development • Assist in ad hoc duties as required 	<ul style="list-style-type: none"> • A university degree in Mass Communications, Journalism, English or related discipline • Excellent English communication skills • Excellent written English with a thorough understanding of the styles required for editorial, video/audio scripts and social media • Experience in storytelling, copywriting and copyediting • Strong project management skills and the ability to juggle multiple priorities and meet deadlines • Stable, well organized, detail-minded, self-motivated and able to work independently • Proficiency in basic Microsoft Office software (Word/Excel/PowerPoint) and online content management systems
Insurance	Manulife (International) Limited	Summer Intern - Regional Business Analyst	<ul style="list-style-type: none"> • Assist in eliciting and documenting business requirements and user stories through various techniques such as interviews, workshops, and surveys • Create detailed and accurate business models and process diagrams to capture and communicate requirements • Collaborate with cross-functional teams to define and evaluate business solution options that meet client needs • Support the delivery of projects using Agile methodologies, participating in daily stand-ups, sprint planning, and retrospectives • Provide test support by helping to develop test plans, execute test cases, and document test results • Analyze and interpret data to identify trends, issues, and opportunities for improvement • Prepare and deliver presentations and reports to stakeholders, summarizing findings and recommendations 	<ul style="list-style-type: none"> • Currently pursuing a Bachelor's or Master's degree in Business Administration, Information Systems, Computer Science, or a related field • Strong analytical and problem-solving skills • Excellent written and verbal communication skills in English • Basic understanding of business analysis techniques and methodologies • Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) • Detail-oriented with strong organizational and time management skills

Insurance	Manulife (International) Limited	Summer Intern - Distribution Solutions, IFP Business Development	<ul style="list-style-type: none"> • Provide support in organizing events and seminars, including logistics, transportation arrangement, material production and presentation material development • Provide on-site support during events, including registration management and equipment setup • Assist in communicating with vendors and internal stakeholders to ensure smooth execution of events • Assist in development of marketing material and email communications • Provide clerical and general administrative support to the team 	<ul style="list-style-type: none"> • Strong organizational skills with the ability to multitask and prioritize task effectively • Excellent Chinese and English writing and editorial skills • Excellent communications skills • Good attention to details • PC literate in Word, Excel, PowerPoint and Chinese word processing
Insurance	Manulife (International) Limited	Summer Intern - Diversity, Equity & Inclusion	<ul style="list-style-type: none"> • Drive a one/ two key DEI (Diversity, Equity & Inclusion) initiatives across the ERG (Employee Resources Group) in Asia • Learn how we do and run DEI initiatives and awareness in Manulife, and using this as a case study to their universities 	<ul style="list-style-type: none"> • Currently tertiary student in Hong Kong • Passionate advocate for at least one minority community i.e., ethnic minority, people with disabilities (PWDs), LGBTQ+, etc. • Excellent command of English and any other language will be great • Believe in inclusion and an advocate for diversity • Those who are active in DEI related societies/activities will be considered strong candidate
Insurance	Manulife (International) Limited	Summer Intern - Software Development & Support	<ul style="list-style-type: none"> • Assist in facilitating daily stand-up meetings and other Agile ceremonies • Support the documentation of user stories and process flows derived from workshops • Maintain and update support documentation in SharePoint and Confluence 	<ul style="list-style-type: none"> • Currently pursuing a Bachelor's or Master's degree in Computer Science, Software Engineering, Information Technology, or a related field • Has knowledge on one or more of Javascript / Typescript, ReactJS, Python • Cloud knowledge is preferable • Strong aptitude to learn • Excellent command of MS Word and PowerPoint • Good command of spoken and written English • Good communication skills and the ability to present findings to a non-technical audience

Insurance	Manulife (International) Limited	Summer Intern - Asia CIO Office	<p>The Asia CIO Office supports Regional Technology in strategy, financial, communication reporting and capabilities direct to the Asia CIO.</p> <ul style="list-style-type: none"> • Assist in the preparation of documents (including reports and presentations) to leadership and to the broader organization. • Assist in drafting communications (including emails, newsletters) for internal audiences. • Contribute to projects focusing on improving processes, governance structures, and business performance management systems • Partner with team members and stakeholders, build relationships to achieve common goals. • Maintain and build Power BI dashboards, training will be provided. 	<ul style="list-style-type: none"> • Ability to work effectively within a dynamic working environment • Excellent written and spoken communication skills. <p>Fluency in English</p> <ul style="list-style-type: none"> • Comfortable to collaborate and partner with colleagues • Proficiency in Microsoft Excel and PowerPoint • Interest in streamlining operational processes • Interest in data analysis and generating insights from large data sets • Familiarity and Interest in learning about SQL and databases
Insurance	Manulife (International) Limited	Summer Intern - Enterprise Technology Services	<p>As an intern in our Enterprise Technology Services team, you will gain hands-on experience in various technical areas, supporting development, IT projects, and network management.</p> <ul style="list-style-type: none"> • Assisting in the design and deployment of microservices and DevSecOps solutions on Azure • Implementing application design patterns and test frameworks to ensure software quality • Collaborating with teams to deliver innovative solutions and automate operational tasks • Supporting IT project implementations, such as Windows upgrades and migrations • Working with engineers on Azure network provisioning and migration tasks • Developing scripts for Azure deployment and updating network documentation 	<ul style="list-style-type: none"> • Currently pursuing a Bachelor's or Master's degree in Computer Science, Software Engineering, Information Technology, or a related field • Passion for technology and creative problem-solving • Basic skills in Microsoft Office 365 • Experience with programming languages such as Python, Java, or Go is a plus • Strong analytical, critical thinking, and teamwork abilities • Excellent communication skills in English

Intermediary	Marsh (Hong Kong) Limited	Summer Intern	<ul style="list-style-type: none"> • Provide support on product benchmark and development • Perform data analysis, industry & new business research • Perform daily operations support, documentation, paperwork preparation and data clean-up • Provide general support for the assigned team and Practice Leader • Assist other duties and ad hoc projects as assigned • On-the-job training will be provided • Duration: Early July - End of August 	<ul style="list-style-type: none"> • University Student in Penultimate Year of Study • Good command of spoken and written English and Chinese • Proficient in MS Office applications • Good interpersonal skills which foster positive relationships and teamwork • Detail-minded and target-oriented • Willing to work in a fast-paced environment, self-motivated and able to work under pressure
Intermediary	MI Insurance Brokers Limited	Summer Intern	<ul style="list-style-type: none"> • To provide assistance to business team in data entry, filing, information gathering and presentations • To work business team to design marketing campaign for insurance products to meet company's goals • To create content and marketing material and videos in website and social media 	<ul style="list-style-type: none"> • Proficiency in PC skills, including MS Office (Word, Excel and PowerPoint) • Some knowledge in data analysis, graphic design and digital marketing is an advantage
Intermediary	Money Concepts (Asia) Holdings Limited	Financial Planner	<ul style="list-style-type: none"> • Provide quality client support service to Financial Consultants. Perform financial research and analysis on market trends • To identify customers' financial needs and provide professional financial planning analysis, advice and solution on wealth management • Build up good relationship with clients, follow up their enquires & financial status 	<ul style="list-style-type: none"> • Excellent communication skills • Independent, Self-motivated, Able to work under pressure • Good command of written and spoken English and Chinese • Immediate availability preferred
Intermediary	Money Concepts (Asia) Holdings Limited	Marketing Officer	<ul style="list-style-type: none"> • Handle customers enquires, support sales & marketing and client related activities, prepare marketing materials and proposals, organize promotions, handle projects 	<ul style="list-style-type: none"> • Good PC and MS Office skills, independent, responsible, willing to learn, self-initiated, • Good team player with positive attitude, strong communication and interpersonal skills
Intermediary	Money Concepts (Asia) Holdings Limited	Admin and Account Officer	<ul style="list-style-type: none"> • Customer service, Policy administration & follow up • Prepare forms and illustrations for client meeting, clerical support 	<ul style="list-style-type: none"> • Good PC and MS Office skills, independent, responsible, willing to learn, self-initiated, • Good team player with positive attitude, strong communication and interpersonal skills

Intermediary	Nova Insurance Consultants Limited	Internship	<ul style="list-style-type: none"> • Assist in producing client proposals, analysis and presentation • Undertake general administrative duties • Provide support on corporate event 	<ul style="list-style-type: none"> • Full time sub-degree or above student • Good Interpersonal skill with analytical mind and familiar with MS office
Insurance	Peak Reinsurance Company Limited	Intern, Corporate Development	<ul style="list-style-type: none"> • M&A and Financing Projects: Assist with various stages of buy-side, sell-side, and financing projects, including public and private debt/equity issuance. Responsibilities include preparing marketing materials, conducting benchmarking and research, managing project administration, coordinating with internal teams and external advisors, and developing reporting materials. • Strategic Projects: Participate in the execution of strategic initiatives, including strategy and business planning. Collaborate with the finance team, front office, and Risk team to conduct analyses, prepare reports, and implement solutions. • Presentation and Analytical Support: Support the team in preparing for meetings and presentations, conducting market research and benchmarking, and creating reports for various stakeholders. 	<ul style="list-style-type: none"> • Strong analytical and problem-solving ability • Strong verbal and written communication skills in English (required) and Chinese (preferred) • Interest in insurance, reinsurance, and corporate finance • Articulate, flexible in working to deadlines, adept at working with processes, and able to communicate findings effectively • Experience in data manipulation using MS Excel, and comfortable with using Word and PowerPoint • Strong team player with excellent interpersonal skills • Preferably majoring in accounting, finance, or other related disciplines

Insurance	Peak Reinsurance Company Limited	Intern, Life & Health	<ul style="list-style-type: none"> • Analytical and pricing support on pricing tool and pricing model utilization and development • IBNR and Loss ratio calculation • Perform data check, account reconciliation, as well as assist in other technical accounting • Support the team to engage in corporate requirements, inclusive but not limited to data migration and system improvements • Clients related includes KYC/AML ongoing monitoring screening 	<ul style="list-style-type: none"> • Degree holder in business-related disciplines, experience in insurance/ reinsurance/ FI industry preferred • Able to work independently with good interpersonal skills, analytical mind with strong numerical sense and high degree of attention to detail and accuracy • Proficiency with Microsoft software and willing to engage in new systems and applications • Good command of spoken and written in English, Cantonese, and Mandarin • Ability to support the drive for one corporate culture, i.e. corporate vision, strategy, mission, ethics • Understanding and flourish with the unique resources of the organization, i.e. talent, technology, reputation etc. • Ability to accept and live the transparent, debate-culture and result orientated culture to be built • Ability to operate in and across multi-functional teams • Ability to build consensus with other functional teams • Highly organized and able to prioritize • Knowledge of commonly used IT tools (MS Office, Excel, etc.) • Excellent verbal and written communication skills • Client oriented • Good team player • Proactive and energetic • Detail oriented • Flexible and reliable • Highly organized and able to prioritize • Willing to assume additional responsibilities • Able to work under pressure and deadlines
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Insurance	Peak Reinsurance Company Limited	Intern, Technical Accounting	<ul style="list-style-type: none"> • Assist in automation of data transferring tool with brokers and cedants • Assist in booking the statement of accounts in FSRI-SAP • Review the matching of the bank receipts/payments with bookings in FSCD-SAP • Perform cash call bookings and payments • Co-ordinate with brokers and cedants • Assist in proper documentation and preparation of internal reports 	<ul style="list-style-type: none"> • Majoring in Accounting or Finance disciplines • Skillful on IT systems (Microsoft Excel, PowerPoint) • Good written English, Chinese and interpersonal skills • Ability to work as part of a team, willingness to get involved and to work across disciplines • Willingness to learn and take up tasks • Ability to support the drive for one corporate culture, i.e. corporate vision, strategy, mission, ethics • Understanding and flourish with the unique resources of the organization, i.e. talent, technology, reputation etc. • Ability to accept and live the transparent, debate-culture and result orientated culture to be built • Smart and presentable • Self-driven, willingness to learn, detail oriented and adapt to changes easily • Able to work independently and high personal accountability • Foster a strong teamwork and a good team player • Good communication skill with other functions • Agreed functional targets • Ability to accomplish tasks to agreed deadlines • Effective and efficient • Good quality and high accuracy of deliverables
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Insurance	Peak Reinsurance Company Limited	Intern, Business Operations	<ul style="list-style-type: none"> • Develop a concept, solution and implementation for a mechanism to ensure execution, tracking, and documentation of operational controls across the processes of multiple global functions • Concept Development <ul style="list-style-type: none"> - Collect information on existing operational controls - Crystallize the information needs of management - Identify key areas for control standardization and efficiency • Solution Implementation <ul style="list-style-type: none"> - Build a mechanism to execute, track and document operational controls - Ensure compatibility across global functions and teams • Evaluation and Reporting <ul style="list-style-type: none"> - Test the implemented mechanism for effectiveness and scalability - Document findings and present results at the internship's conclusion 	<ul style="list-style-type: none"> • Strong skills in designing and implementing tools like database, SharePoint sites or dashboards for tracking and verifying items • Ability to turn concepts into functional, user-friendly solutions • Familiarity with tools like Excel, SharePoint or project management software • Relevant coursework or experience in business process management or information systems is a plus • Ability to simplify processes into actionable steps and communicate them clearly • Strong interpersonal skills to gather input and align solutions with business needs • Organized and able to prioritize tasks effectively • Proactive in suggesting improvements and innovative solutions • Resourceful in addressing challenges • Eager to learn through mentorship and practical experience
Insurance	Peak Reinsurance Company Limited	Intern, Climate Data Analytics	<ul style="list-style-type: none"> • Interested in how insurance industry addresses climate change risks? Here is a unique opportunity with our P&C catastrophe modelling team that gives you hands-on experiences on supporting underwriting decision making and portfolio exposure management with climate data analytics. • Work will include: <ul style="list-style-type: none"> - Learn and support the development and evaluation of climate risk assessment tools related to underwriting and portfolio management - Ad-hoc analytical support – you will provide a resource to teams preparing for meetings, presentations, market studies and reports 	<ul style="list-style-type: none"> • Major in Atmospheric Science, Earth Science, Geography, Civil and Environmental Engineering, Statistics, Computer Science, or other numerate disciplines • Strong analytical and problem-solving ability • Excellent verbal and written communication skills in English • Interested in the insurance/reinsurance industry and climate change topics • Articulate, flexible in working to deadlines, adapt at working with process and the ability to communicate findings • Experience with programming in Python • Familiar with various atmospheric observation datasets as well as climate model datasets • Proficiency in Shell scripting and other programming language is a plus

Insurance	Peak Reinsurance Company Limited	Intern, Cat Modelling	<ul style="list-style-type: none"> • Support on vendor model validation (earthquake or flood catastrophe model) • Processing 3rd party Geo-data • Research and validate the scientific background used in the vendor model • (for math/stat related major) for key expected loss perspectives, validation on vendor's latest model platform financial engine, conduct change management on the expected impact between different model version 	<ul style="list-style-type: none"> • GIS skill is a must (for math-related major, in-depth data analytics skill is a must) • Some data analytic experience is preferred • Knowledge in SQL is preferred • Eager to Learn, and open-minded • STEM related majors is preferred: e.g. geography, geology, GIS, or civil engineering Or mathematics/statistics background • English speaking
Insurance	Peak Reinsurance Company Limited	Intern, P&C Pricing	<ul style="list-style-type: none"> • Strong Analytical Skills and Problem-Solving Ability • Dynamic Work Environment • Analyst position within a Reinsurance Company • Position is based in Hong Kong • Maintain and enhance various pricing tools • Improve accumulation control processes for key business lines including Cyber • Provide ad-hoc analytical support such as conducting market studies, and updating benchmarks 	<ul style="list-style-type: none"> • Highly motivated individuals who are pursuing a degree in actuarial science, statistics, or other quantitative disciplines • Strong analytical and problem-solving ability • Excellent English verbal and written communication skills • Interest in the insurance/reinsurance industry • Flexibility in meeting deadlines • Experience in data manipulation using MS Excel, comfortable with Word and PowerPoint • Experience with programming in VBA, R, Python or SQL is a plus • Candidates who have passed at least one actuarial exam are preferred

Insurance	Peak Reinsurance Company Limited	Intern, Risk Analyst	<ul style="list-style-type: none"> • Strong Analytical Skills and Problem-Solving Ability • Dynamic Work Environment working with different functions in the company • Position is based in Hong Kong • Work will focus on enhancing analytical capabilities and developing communication tools related to the recent HKRBC solvency regime: <ul style="list-style-type: none"> - Assist the team with strengthening data structures, procedures and controls to collate of data and results from various teams across the company including Finance, Investment, Underwriting and Analytics teams - Develop understanding and ability to interpret and explain movements of the result from one quarter to another, further communicating these findings through data visualization using PowerBI to create dashboards to assist with monitoring trends over longer periods, and reporting to the Board and external parties. - Analytical support – you will provide a resource to teams preparing for meetings, presentations, market studies and reports. This will include collecting information from the industry for benchmarking analysis. 	<ul style="list-style-type: none"> • Highly motivated individuals holding a degree in actuarial mathematics, statistics, risk management or other numerate discipline • Strong analytical and problem-solving ability • Excellent verbal and written communication skills in English • Interest in insurance, reinsurance and capital markets • Articulate, flexible in working to deadlines, adapt at working with process and the ability to communicate findings • Experience in data manipulation using MS Excel, comfortable with using Word and PowerPoint. • Experience with data visualization using PowerBI or other interactive dashboards is desirable. • Experience with programming in VBA, R, Python or SQL is a plus
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Insurance	Peak Reinsurance Company Limited	Intern, P&C Reserving	<ul style="list-style-type: none"> • Data Analysis: Conduct data analysis using Excel and R to assess premium, loss, and expense across all lines of business for Property and Casualty (P&C) insurance. • Market Research: Engage in market research to provide data support and analysis of market trends for the company's decision-making processes. • Project Support: Participate in and complete other project tasks as needed. 	<ul style="list-style-type: none"> • Education: Holds a Bachelor's degree in Mathematics, Actuarial Science, Statistics or a related field. • Software: Possesses data analysis skills, including proficiency in actuarial software such as Excel VBA, R etc. • Understanding of Reinsurance: Has a foundational comprehension of reinsurance business operations. • Analytical and Problem-Solving Abilities: Exhibits strong analytical skills and the capacity to solve complex problems effectively. • Attention to Detail: Maintains a high level of attention to detail, ensuring accuracy and quality in all tasks. • Ability to support the drive for one corporate culture, i.e. corporate vision, strategy, mission, ethics. • Understanding and flourish with the unique resources of the organization, i.e. talent, technology, reputation etc. • Ability to accept and live the transparent, debate-culture and result orientated culture to be built • Highly organized and able to prioritize • Knowledge of commonly used IT tools (MS Office, Excel, etc.) • Excellent verbal and written communication skills • Good team player • Proactive and energetic • Detail oriented • Flexible and reliable
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Insurance	Peak Reinsurance Company Limited	Intern, Finance & Accounting	<ul style="list-style-type: none"> • Collaborate with team members on the monthly IFRS 4 closing/reporting and quarterly IFRS 17 reporting • Support process optimization/enhancement of existing processes • Involve in the preparation of monthly presentation for delivering to management and other stakeholders • Assist in the preparation of various returns for submission to the Insurance Authority, overseas regulators and other governmental bodies • Provide support in populating templates of credit rating agencies • Support the tax team with data collection for the preparation of income tax return • Support the Operations and Expense Control team with monthly closing/reporting, including system and process transformation projects etc. 	<ul style="list-style-type: none"> • Studying towards a degree in Accounting and Business or related disciplines • Proficiency in computer skills (Microsoft Excel, Word, PowerPoint), knowledge of programming (e.g. PowerBI, MS Access, Excel Macro) (is a plus) • Good analytical and problem-solving skills • Good command of spoken and written in English • Good interpersonal skills with ability to communicate in a clear and concise manner in a multinational environment • Ability to work independently and across a multi-functional team environment • Ability to build consensus and drive outcome • Ability to identify issues, initiate effective communication with stakeholders, and drive a successful outcome. • Ability to support the drive for one corporate culture, i.e. corporate vision, strategy, mission, ethics. • Understanding and flourish with the unique resources of the organization, i.e. talent, technology, reputation etc. • Ability to accept and live the transparent, debate-culture and result orientated culture to be built • Ability to operate in and across multi-functional teams • Ability to build consensus with other functional teams • Highly organized and able to prioritize • Knowledge of commonly used IT tools (MS Office, Excel, etc.) • Excellent verbal and written communication skills • Client oriented • Good team player • Proactive and energetic • Detail oriented • Flexible and reliable • Highly organized and able to prioritize • Willing to assume additional responsibilities • Able to work under pressure and deadlines • The position will interact with functions of Actuarial (GI and Life), IT, Risk Management, Investment, Underwriting, Claims & Corporate Development • Successful delivery of the Finance reporting deliverables to meet internal and external reporting deadlines • Efficient and organized manner of working through issues • Clear communication within the finance and other functions including providing analysis and data to other functions for the overall support in the firm's success • Customer and in-house management satisfaction
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Insurance	Peak Reinsurance Company Limited	Intern, Life and Health Actuarial Reserving	<ul style="list-style-type: none"> • Support the delivery of all internal and external (including regulatory) reporting covering monthly, quarterly, and annual requirements. • Support the development of the L&H actuarial models and policy model points covering all key reporting bases (including HK Statutory, IFRS 4, IFRS 17 and HK RBC). • Perform data analysis, experience studies and other actuarial analysis in respect of proposed methodology & assumption changes. • Ad-hoc support – you will provide support across other analytical areas including Asset and Liability monitoring, data analysis, process improvement and automation of data flows, etc. 	<ul style="list-style-type: none"> • Highly motivated individuals pursuing a degree in actuarial science, data science, data engineering, statistics, or other numerate discipline • Experience in data manipulation using MS Excel, MS Access or SQL. • Experience with programming in Python, VBA, C++ or SQL is a plus. • Experience in Actuarial Software (Risk Agility Financial Modeller, Prophet) is a plus. • Actuarial exam is a plus, but not a must. • Ability to work independently and also across a multi-functional team environment. • A strong sense of teamwork, work ethic and business focus are needed • Ability to support the drive for one corporate culture, i.e. corporate vision, strategy, mission, ethics. • Understanding and flourish with the unique resources of the organization, i.e. talent, technology, reputation etc. • Ability to accept and live the transparent, debate-culture and result orientated culture to be built. • Ability to operate in and across multi-functional teams • Ability to build consensus with other functional teams • Highly organized and able to prioritize • Knowledge of commonly used IT tools (MS Office, Excel, etc.) • Excellent verbal and written communication skills • Proactive and energetic • Detail oriented • Flexible and reliable • Highly organized and able to prioritize • Willing to assume additional responsibilities • Able to work under pressure and deadlines
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Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Actuarial	<ul style="list-style-type: none"> • Assist in preparing actuarial models for the valuation process • Develop and enhance existing actuarial dashboards • Assist in automating existing process to achieve efficiency where necessary 	<ul style="list-style-type: none"> • Actuarial / Mathematics / Statistics degree or degree in other mathematically focused area • Competent in Microsoft Office, including Excel, Words, PowerPoint • Programming skills on SAS, R, Python, SQL, PowerBI will be an advantage • Good communication, organizational, analytical and problem-solving skills • Fluent in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Claims	<ul style="list-style-type: none"> • Identify and implement process improvement of claims procedures/processes to enhance operational efficiency and customer experience through automation and streamlined procedures • Perform deep dive on claims performance in specific line of business with identified problem statement to deliver insights and recommended action • Drive data foundation and quality to build insight and prevention model to support business intelligence and claims value 	<ul style="list-style-type: none"> • Proficiency in SQL and R/Python • Good verbal and written skill in English • Excellent interpersonal skill • Good presentation and communication skill • Sound analytical and problem solving skills • Strong execution skills Identify improvement • Learning agility
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Transformation & Data	<ul style="list-style-type: none"> • Assist in identifying and implementing process improvements to enhance efficiency and effectiveness • Collaborate with the Data team to analyze Data and identify areas for improvement • Support the development and execution of Transformation projects • Conduct research and provide insights to inform decision-making and strategy 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Data & Analytics	<ul style="list-style-type: none"> • Assist in creating and maintaining interactive dashboards and reports to track key product metrics and usage patterns • Deliver new insight to the distribution team through machine learning algorithms and translate the algorithms into production-level pipeline 	<ul style="list-style-type: none"> • Strong problem-solving skills • Proactive and Self-driven attitude (awards from various activities/leadership roles in academic projects) • Solid programming skills. Experience in SQL, R, Python, and Tableau will be highly advantageous • Fluent in English; Mandarin speaking would be a plus

Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Customer Segmentation, Distribution	<p>Marketing & Social Media</p> <ul style="list-style-type: none"> • Assist in the creation and organization of promotional materials • Conduct market research to identify trends and insights that can inform our marketing strategy • Support the development and execution of marketing campaigns and initiatives • Collaborate with the marketing team to brainstorm and develop new ideas for content and campaigns 	<ul style="list-style-type: none"> • Be proactive and take initiative • Learning agility • Be reliable
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Strategic Partnership, Distribution	<ul style="list-style-type: none"> • Creating PowerPoint Presentations: These presentations will be used by the RM during morning briefings • Developing Marketing Promotion Materials: This includes designing banners and posts for our product's unique features • Event Planning: The intern will help organize events to build relationships with our partners 	<ul style="list-style-type: none"> • With a digital marketing / communication / Media background • Be proactive and take initiative • Learning agility • Be reliable • Excellent interpersonal skill to build relationships
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Local Broker and Agency, Distribution	<ul style="list-style-type: none"> • Assist to prepare quotation • Support in preparing training materials • Keep record of training data and details • Assist in third party events and communication • Support the team in marketing promotion and campaign 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Finance	<ul style="list-style-type: none"> • Exposed to Financial Planning & Analysis Team and Financial Reporting Team • Building monthly reports • Data checking or verification for some new reports set up 	<ul style="list-style-type: none"> • Good verbal and written skill in English • Excellent interpersonal skill • Good presentation and communication skill • Sound analytical and problem solving skills • Strong execution skills Identify improvement • Learning agility • Competent in Microsoft Office, including words, excel and power point

Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Risk	<ul style="list-style-type: none"> • Support risk identification, risk assessment, risk monitoring and risk reporting • Support risk related regulatory requirements • Assist the line manager in risk initiatives as requested 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Underwriting	<ul style="list-style-type: none"> • Underwriting performance and operational analytics - prepare data, summarize data, analyze data, present summary via data visualization and develop insight • Pricing analyst - process and prepare data, summarize data, analyze data, perform pricing analyses, produce analyses summary - using SAS, Python, Power BI, Tableau 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Underwriting, Cargo and Hull	<ul style="list-style-type: none"> • Learn how an underwriter performs a thorough risk assessment to evaluate the likelihood of claims and determine the terms and conditions of the policy. This involves analyzing various factors such as applicant's history, financial status, and the nature of the risk then decides whether to accept or reject the policy application • You will be learning the product line of Marine, Cargo and Hull & Liability and will be assisting in : <ul style="list-style-type: none"> • Case underwriting procedure • Risk selection • Data Analysis for respective products • Brainstorming for new products / segments to underwrite 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English

Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Underwriting, Employee Compensation	<ul style="list-style-type: none"> • Learn how an underwriter performs a thorough risk assessment to evaluate the likelihood of claims and determine the terms and conditions of the policy. This involves analyzing various factors such as applicant's history, financial status, and the nature of the risk then decides whether to accept or reject the policy application • You will be learning the product line of Employee Compensation and will be assisting in: <ul style="list-style-type: none"> • Perform data entry, data clean-up, policy checks and file maintenance • Perform credit control for the business • Assist in collaborate with different teams on review the functionality of GenAI, analyze and determine improvement function • Support the team on daily clerical and administrative duties 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Underwriting, Engineering	<ul style="list-style-type: none"> • Learn how an underwriter performs a thorough risk assessment to evaluate the likelihood of claims and determine the terms and conditions of the policy. This involves analyzing various factors such as applicant's history, financial status, and the nature of the risk then decides whether to accept or reject the policy application • You will be learning the product line of Engineering and will be assisting in: <ul style="list-style-type: none"> • Underwriting of new business and renewals in accordance with the organization's policy and underwriting guidelines of the Engineering Products • Maintain product, system and process knowledge • Ensure timely communication with relevant stakeholders in respect to processing queries • Processing insurance quotations, new business, endorsement and renewals • Complete other administrative duties as required • Maintain data in relevant computer systems and other databases 	<ul style="list-style-type: none"> • Strong analytical, communication & interpersonal skills • Sound PC skills and fast learner in computer programs • Learning agility

Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Underwriting, Financial Lines	<ul style="list-style-type: none"> • Learn how an underwriter performs a thorough risk assessment to evaluate the likelihood of claims and determine the terms and conditions of the policy. This involves analyzing various factors such as applicant's history, financial status, and the nature of the risk then decides whether to accept or reject the policy application • You will be learning the product line of Financial Lines and will be assisting in: <ul style="list-style-type: none"> • Underwriting assistance work, renewal preview, some auto-binding policies like Individual policy input, Chinese Medical Practitioner's policy input renewals and New Business and system updates 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Underwriting, Property	<ul style="list-style-type: none"> • Learn how an underwriter performs a thorough risk assessment to evaluate the likelihood of claims and determine the terms and conditions of the policy. This involves analyzing various factors such as applicant's history, financial status, and the nature of the risk then decides whether to accept or reject the policy application • You will be learning the product line of Property Underwriting and will be assisting in: <ul style="list-style-type: none"> • Data collection, analysis and risk assessment of potential clients • Preparation and discussion of modelling with internal team • Working with underwriters to understand property underwriting including pricing, wording and negotiation 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English
Insurance	QBE HongKong and Shanghai Insurance Limited	Intern, Underwriting, Retail and SME	<ul style="list-style-type: none"> • Learn how an underwriter performs a thorough risk assessment to evaluate the likelihood of claims and determine the terms and conditions of the policy. This involves analyzing various factors such as applicant's history, financial status, and the nature of the risk then decides whether to accept or reject the policy application • You will be learning the product line of Retail and Small Medium Enterprise Segment(SME) Underwriting and will be assisting in: <ul style="list-style-type: none"> • Assist the preparation of the ground works for the case underwriting for SME Customers • Participate in the SME Underwriting related projects then if any • Support SME Underwriting Administration (after bound) 	<ul style="list-style-type: none"> • Good communication, organizational, analytical and problem-solving skills • Comfortable in English

Intermediary	Qubit Underwriting Limited	Operations Intern	<ul style="list-style-type: none"> • Prepare and design various marketing materials, including brochures, presentations, website, to enhance the company's brand visibility • Assist in operations tasks, including pipeline management and policy administration • Conduct research on the digital asset insurance landscape to provide insights for business and market development 	<ul style="list-style-type: none"> • Currently pursuing a degree in Business, Economics, Finance, or a related field. Strong organizational skills and attention to detail. • Proficiency in Microsoft Office and basic graphic design tools (e.g., Canva, Adobe).
Insurance	Sompo Insurance (Hong Kong) Co., Ltd	Assistant - Underwriting/Claims/Marketing	<ul style="list-style-type: none"> • Assist day-to-day operations in underwriting, claims or marketing function • Providing general administrative support to Underwriting Department / Claims Department / Marketing Department 	<ul style="list-style-type: none"> • Undergraduate student
Insurance	Taiping Reinsurance Company Limited	Operations Support, Facultative & Special Risks Dept.	<ul style="list-style-type: none"> • Policy checking, data input & filing 	<ul style="list-style-type: none"> • Proficiency in English & Chinese • Patient & attentive • Strong sense of responsibility • Willing to work under pressure
Insurance	Taiping Reinsurance Company Limited	Business Operations intern, Corporate and Innovative Risk Solutions Dept.	<ul style="list-style-type: none"> • Business data maintenance and support 	<ul style="list-style-type: none"> • Strong Chinese and English reading and writing skills • Proficient in Office Excel and PPT • Teamwork spirit • Careful work and sense of responsibility

Insurance	Taiping Reinsurance Company Limited	Actuarial Analyst, Analytics Centre	<ul style="list-style-type: none"> • Support individual treaty pricing, portfolio analysis and outward reinsurance analysis • Candidate is also expected to present complex ideas to senior analysts, and take ownership of data analysis • Assist in catastrophe aggregation reporting and other management information reports 	<ul style="list-style-type: none"> • Undergraduate student pursuing degree in actuarial sciences, mathematics, natural sciences, economics or engineering • Strong analytical skills and ability to communicate effectively • Good team player • Knowledge of VBA, SOL, R or Python is a plus
Insurance	Taiping Reinsurance Company Limited	Financial Settlement Intern	<ul style="list-style-type: none"> • Familiar with and participate in the daily basic work of reinsurance settlement such as receipt and payment verification, filing, etc. 	<ul style="list-style-type: none"> • Basic financial knowledge, operation skill in word, excel, etc. • Good attitude, work carefully, responsible, active communication
Insurance	Taiping Reinsurance Company Limited	Investment Analyst, Asset Management Center	<ul style="list-style-type: none"> • Assist in analyzing the macro economy and financial markets, and provide research support for asset allocation • Track, analyze and evaluate investment portfolio performance • Assist in other investment management related work 	<ul style="list-style-type: none"> • Finance or Economics related education background • Self-motivated, proficiency in computer would be a plus
Insurance	Taiping Reinsurance Company Limited	Assistant	<ul style="list-style-type: none"> • Responsible for non-life inward facultative & treaty related closings & claims • Assist superiors to guide subordinates to deal with daily works • Participate in ad hoc projects as assigned by supervisor 	<ul style="list-style-type: none"> • Good command of both Chinese and English • Good teamwork spirit, leadership, communication and presentation skills
Insurance	Taiping Reinsurance Company Limited	產品精算實習	<ul style="list-style-type: none"> • 數據庫數據處理、模型整理工作 	<ul style="list-style-type: none"> • 大學二年級、三年級生 • 熟悉excel, access或其他資料庫 • 有基礎則產險精算知識
Intermediary	Yatkuen Consultant Company	團隊行政助理	<ul style="list-style-type: none"> • 文書處理 / 財政協助 / 溝通協調 • 行程安排 / 客戶聯絡 / 資料管理 	<ul style="list-style-type: none"> • 具熟悉電腦技能：Microsoft office, Poe, google workspace • 良好溝通能力, 客戶服務意識

Intermediary	Yatkuen Consultant Company	社交平台編輯助理	<ul style="list-style-type: none"> • 內容創作 / 市場調查 / 社交媒體管理 • 圖片視頻編輯 / 數據分析 / 合作與聯繫 	<ul style="list-style-type: none"> • 良好寫作能力, 市場敏感度, 圖片視頻編輯技能 • 良好溝通, 數據分析能力, 時間管理
Insurance	Zurich Services (Hong Kong) Limited	Intern, Compliance	<ul style="list-style-type: none"> • Assist in risk assessment of the business operations • Assist in compliance review and testing of business control design and operation • Advise and support the development and implementation of new control processes 	<ul style="list-style-type: none"> • Good report writing and presentation skills • Self-motivated, with good sense of responsibility
Insurance	Zurich Services (Hong Kong) Limited	Intern, Project	<ul style="list-style-type: none"> • Participate in transformation or data related projects to support business development 	<ul style="list-style-type: none"> • Knowledge in Microsoft Power BI, Dynamics 365, SQL or data analytics tools or applications is an advantage
Insurance	Zurich Services (Hong Kong) Limited	Intern, Product and Proposition	<ul style="list-style-type: none"> • Assist the team in managing the full product development lifecycle • Analyze market trends and competitor's product strategies • Assist the team in building sound business case of all new GI products 	<ul style="list-style-type: none"> • Strong business acumen, innovative thinking and strong team players comfortable with sharing new ideas • Good research and analytical skills; self-motivated, attention to details
Insurance	Zurich Services (Hong Kong) Limited	Intern, Legal	<ul style="list-style-type: none"> • Legal research and analysis • Contract drafting and review • Translation and proof-read 	<ul style="list-style-type: none"> • Good computer literacy and research skills • With an analytical and inquisitive mind
Insurance	Zurich Services (Hong Kong) Limited	Intern, Retail Services	<ul style="list-style-type: none"> • Support daily business transactions under Retail Services • Assist Retail Service Management Manager in executing various automation and service improvement initiatives • Assist the department on various User Acceptance Tests (UAT) 	<ul style="list-style-type: none"> • Proactive, self-motivated and passionate in learning • Strong analytical, problem solving, and communication skills

Insurance	Zurich Services (Hong Kong) Limited	Intern, Marketing and Communication	<ul style="list-style-type: none"> • Prepare the bilingual copywriting/ write-up for internal and external communications • Content creation and management for various Social Media platforms of Zurich Hong Kong • Work closely with different stakeholders to provide timely support to various marketing projects and events 	<ul style="list-style-type: none"> • Knowledge of Excel, PowerPoint, Google analytics, Instagram/Facebook/LinkedIn • Experience in Photoshop, Adobe InDesign and video editing software is a plus
Insurance	Zurich Services (Hong Kong) Limited	Intern, Finance	<ul style="list-style-type: none"> • Support month-end closing and credit control • Support account reconciliations 	<ul style="list-style-type: none"> • Attentive to details; with good analytical and problem solving skills • Well versed software skills including MS Excel, Word and PowerPoint
Insurance	Zurich Services (Hong Kong) Limited	Intern, Claims	<ul style="list-style-type: none"> • Assist in claims handling for different lines of business • Support data analytics and dashboard reporting • Participate in different projects, e.g. process improvement, transformation & automation, revamp of communication materials in digitalization 	<ul style="list-style-type: none"> • Good analytical skills, detail-oriented, and strong team player comfortable with sharing new ideas • Good interpersonal and communication skills
Insurance	Zurich Services (Hong Kong) Limited	Intern, Underwriting	<ul style="list-style-type: none"> • Assist underwriters in gathering and analyzing data on potential risks and clients • Review applications and help to assess potential risk and determine appropriate coverage • Assist in preparation of underwriting reports and presentation 	<ul style="list-style-type: none"> • Analytical and problem-solving skills • Excellent written and verbal communication skills (Chinese and English)
Insurance	Zurich Services (Hong Kong) Limited	Intern, Human Resources	<ul style="list-style-type: none"> • Assist in Staff engagement & communication activities • Support the daily operations of HR Services • Support HR reporting with data analysis 	<ul style="list-style-type: none"> • Good analytical and problem-solving skills • Pay attention to details with impeccable integrity
Insurance	Zurich Services (Hong Kong) Limited	Intern, Digital & Data	<ul style="list-style-type: none"> • Assist in UX / UI design and perform UAT • Assist in transforming data and information into insight to support business decision making • Participate in the projects on automation and generative AI to enhance business operations 	<ul style="list-style-type: none"> • Good analytics skills, pay attention to details, experience in HTML and CSS • Knowledge in data analytics techniques, statistical modeling, machine learning algorithms, data visualization tools (e.g. Power BI), programming languages (e.g. Python), big data technologies (e.g. Hadoop, Spart)

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