

## Internship Opportunity at Sales Department

### Highlights of the Internship Role:

By participating in research, market analysis, and project coordination activities, the intern will gain practical exposure to Hong Kong's property market, involve in project development and to learn real-world project workflows. The internship also develops presentation, analytical, and communication skills through hands-on tasks and interactions with internal teams.

- **Research & Learning Summary:** Prepare written reports summarising key learnings, insights on the property market or customer behaviour, and recommendations for improvement.
- **Project-Based Research & Case Studies:** Conduct market research on competitors, new launches, transaction summary and product design trend; assist in preparing analysis for project on-sales or projects under development
- **Hands-on and Practical Experience:** Produce research consolidations, feasibility study support, visit notes, and draft PowerPoint materials or data summaries.

### Requirements:

#### 1. Academic Qualification

- Currently enrolled in a university programme related to the real estate industry, such as:
  - Real Estate / Property Management
  - Surveying (e.g., General Practice, Building, Land, Quantity Surveying)
  - Architecture or Architectural Studies
  - Urban Planning
  - Construction Management
  - Building Services or Engineering (depending on scope)
- Preferably Year 2 or above, with basic foundational knowledge in their field.

#### 2. Skills & Competencies

- Strong communication skills and an outgoing personality, with the ability to interact confidently with internal teams and stakeholders.
- Curiosity and willingness to learn about property development, sales processes, and market dynamics.
- Ability to conduct basic research and analysis (e.g., market trends, competitors, pricing).
- Proficiency in Microsoft Office (Word, Excel, PowerPoint) for daily tasks and reporting.
- Basic understanding of Hong Kong property market concepts, planning principles, or building regulations is an advantage.

#### 3. Experience

- Experience from university projects, student societies, or part-time roles related to customer service, sales, or research would be an advantage.

#### 4. Personal Attributes

- Proactive, eager to learn, and willing to ask questions.
- Good time management and the ability to work in a fast-paced environment.
- Positive attitude, responsible, and detail-oriented.
- Willingness to handle both administrative and project-based tasks.