



Job Advertisement – for current students/fresh graduates

Post Name: Weeks of Welcome Summer Intern (2 posts)

Office: Campus Life Section, Centre of Development and Resources for Students (CEDARS)

Working period: 1 – 31 August, 2022 - Monday to Friday

Requirements

HKU current students or fresh graduates with a good command of spoken and written English and/or Chinese (Cantonese and Putonghua); friendly and sociable with commendable communication and interpersonal skills; familiar with the HKU campus and the local communities nearby; creative and skillful in graphic design; and have overseas experience and/or experience in working with people from diverse cultural background.

Experience as Master of Ceremony, Weeks of Welcome (WoW) Tour Guides, Green Gown Guides, buddy mentors or student ambassadors will be a bonus.

Duties

To assist in the organization and implementation of a series of fun-filled orientation programmes (WoW tours, orientation talks, WoW Party, etc.) for new non-local students within and outside the campus; lead a group of student hosts for the orientation and WoW tours; provide administrative support and assistance in designing publicity materials; perform other ad hoc duties as assigned; be able to work on weekends and in the late evenings sometimes.

Salary: \$10,995 per month

Interested candidates can apply to cedars@hku.hk by submitting an application letter and a C.V.

Application deadline: **23 June 2022**

Shortlisted candidates will be invited for an interview in late June. Candidates who are not contacted within 2 weeks after the closing date may consider their application unsuccessful.