

**Post-Secondary Student Summer Internship Programme 2021**  
**Agriculture, Fisheries and Conservation Department**  
**(Monthly Allowance in 2021: \$10,500)**

**Entry Requirements:-**

- (1) Applicants must be permanent resident of the Hong Kong Special Administrative Region; and
- (2) Applicants should be full-time students studying in tertiary educational institutions; and other requirements as specified in Appendix I.

**Main duties:** Please refer to Appendix I.

**Place of work:** Please refer to Appendix I.

**Employment Period:** Please refer to Appendix I.

**How to Apply:-**

Hong Kong students studying in local post-secondary institutions should apply through the Student Affairs Offices/Career Centres of their respective institutions. Applicants are advised to note the deadlines set by the respective institutions.

Students studying in non-local post-secondary institutions should forward the completed Application Form (Appendix II) together with the certificate of their student status to the below address by post, fax or email on or before the deadline. Please refer to Appendix I for details. The project number concerned should be clearly marked on the completed application form.

Applications which are incomplete or without the required supporting documents will not be considered. All information provided will be treated in strict confidence. Personal data collected will be used for recruitment-related purpose only. Applicants who are not invited to an interview by 15 June 2021 may assume that their applications are unsuccessful.

**Address:** Please refer to Appendix I

**Enquiry Tel/Fax No.:** Please refer to Appendix I

**Appendix I and Appendix II**

**Employment of Post-Secondary Student Summer Internship Programme 2021**  
**Agriculture, Fisheries and Conservation Department**

<b>Project No.</b>	<b>Tentative Employment Period</b>	<b>Course/Field of Study Year of Study</b>	<b>Main Duties/Job Nature</b>	<b>Required Experience, Knowledge &amp; Skills</b>	<b>Place of Work</b>
AFCD/1	July - August 2021 (Approximate 2 months)	Major in Multimedia Design, Graphic Design, Creative Media, Digital Film Making  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To prepare education and publicity materials; and  (b) To assist in graphic design, editing digital photos and videos for nature conservation education purpose; video shooting and production	Familiar with Adobe Photoshop, Light Room, Illustrator, iMovie, Final Cut and with good drawing skill	AFCD Country Parks Ranger Head Office, Shing Mun

**Please apply with a completed application form (Appendix II) to:**

**Address :** 5/F Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon

**E-mail address :** [mailbox@afcd.gov.hk](mailto:mailbox@afcd.gov.hk)

**Tel No. :** (852) 2150 6668, 2150 6660

**Fax No. :** (852) 2311 3731

**Contact Person :** Ms Kay KWOK, Mr Ben CHOI

**Deadline for application :** 23:59 on 9 April 2021 (Hong Kong Time)

**Employment of Post-Secondary Student Summer Internship Programme 2021**  
**Agriculture, Fisheries and Conservation Department**

<b>Project No.</b>	<b>Tentative Employment Period</b>	<b>Course / Field of Study / Year of Study</b>	<b>Main Duties / Job Nature</b>	<b>Required Experience, Knowledge &amp; Skills</b>	<b>Place of Work</b>
AFCD/2	June - August 2021 (Approximate 3 months)	Major in Accountancy or Business Administration  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) To perform general office works such as filings, updating records, preparing meeting notes;  (b) To carry out simple audit works to the co-operative societies and credit unions under the supervision of AFCD officers; and  (c) To attend liaison meetings / committee meetings under the supervision of AFCD officers	General knowledge of computer operations (e.g. Word, Excel)	AFCD Headquarters and other specific locations (may be remote area)

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AFCD/3	June - July 2021 (Approximate 2 months)	Major in Biology, Ecology, Microbiology, Environmental Science or related studies  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in carrying out field works including visiting fish farms and collecting samples; (b) To assist in fish culture trials and hatchery; (c) To assist in handling laboratory procedures such as conducting water quality measurement; and (d) To perform data entry and report preparation	Knowledge in Basic laboratory techniques and data management  To be able to work both indoor and outdoor	AFCD Au Tau Fisheries Office, Yuen Long

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AFCD/4	May – July 2021 (Approximate 8 weeks)	Major in Biology; Environmental Science  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To perform basic water quality tests; (b) To perform simple laboratory works; (c) To assist in daily fish husbandry; (d) To assist in fish nursery; and (e) To assist in phytoplankton and zooplankton culture	Basic knowledge in the use of different water sampling and monitoring equipment  Experiences in laboratory work  Able to work outdoor and under hot weather; Experience of working outdoor or at sea is preferred	AFCD Ta Kwu Ling Operation Centre

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AFCD/5	Mid June – mid August 2021 (Approximate 8 weeks)	Major in Environmental Science  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) To carry out analysis of real-time water quality data; (b) To evaluate the performance of the real-time water quality monitoring system; (c) To perform calibration and maintenance of real-time water quality monitoring system at FCZs; and (d) To perform other duties as may be required by the supervisor	Knowledge in water quality science and experience in operation of water quality monitoring equipment  Experience in field works/laboratory	AFCD Headquarters

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AFCD/6	July - August 2021 (Approximate 4 weeks)	Major in Medical Laboratory Science or Biomedical Science  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Final Year of Study (as at 1.3.2021)	(a) To rotate among different laboratory sections and assist daily routine laboratory work, e.g. media and reagent preparation, slide preparation and staining, etc.; (b) To conduct information search on new testing methods, techniques and machines; and (c) To collate and update the soft and hard copies of documents of the laboratory	Computer knowledge in using Excel, Word, PowerPoint, Photoshop/other programmes	AFCD Tai Lung Veterinary Laboratory

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AFCD/7	July - August 2021 (4-6 weeks)	Major in Veterinary Medicine  Year of Study: 3 <sup>rd</sup> / 4 <sup>th</sup> / 5 <sup>th</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist veterinary pathology case (diagnostic and forensic cases) post-mortems and follow-up work; (b) To assist information search and journal reviews related to animal diseases and their diagnostics, and other public health-related topics, e.g. antimicrobial resistance; (c) To collate and update the soft and hard copies of documents of the pathology services; and (d) To assist other laboratory work as assigned	Computer knowledge in using Excel, Word, PowerPoint, Photoshop/other programmes	AFCD Tai Lung Veterinary Laboratory

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AFCD/8 & 9	June - August 2021 (Approximate 2 months)	Major in Agriculture studies  Year of Study: 2 <sup>nd</sup> Year of Study (as at 1.3.2021)	(a) The intern will be assigned to different areas of work in crop production, but not limited to, open field cultivation, protected cultivation in greenhouse, hydroponic farming, farm survey and extension work, laboratory analysis, education and publicity work, database management, market development and promotion.	The intern should have received formal education and training with good knowledge about agriculture and food crop farming  Capable to carry out field work	AFCD Tai Lung Experimental Station

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AFCD/10	Late June - August 2021 (Approximate 8 weeks)	Major in Biology, Biological Sciences, Ecology and Biodiversity, Environmental Science  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in plant nursery and habitat management works in outdoor Wetland Reserve; (b) To assist in design and enhancement of ecological interpretation signage; and (c) To assist in ecological monitoring and related administrative work	Basic knowledge on species identification and Microsoft Office, including Word, Excel and PowerPoint  Basic knowledge on Adobe Photoshop and Illustrator will be an advantage	AFCD Hong Kong Wetland Park

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AFCD/11	June - August 2021 (Approximate 2 months)	Major in Ecology, Biodiversity, Biology or related disciplines, Environmental Sciences Studies or Management  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To manage survey database; (b) To analyse ecological data; (c) To compile and organize biodiversity information for webpages; and (d) To assist in ecological surveys and other administrative work	Knowledge and skill to use Microsoft Office software e.g. Excel, Word  Data-processing and analysis experience would be a benefit  Physically fit to conduct outdoor field work	AFCD Headquarters

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AFCD/12	June - August 2021 (Approximate 3 months)	Major in Ecology, Environmental Science, Biology or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in data entry for wild pig population survey; (b) To assist in field investigations and writing up of nuisance reports; (c) To assist in field operations, including night time Capture and Contraception/Relocation Operations for Wild Pigs; and (d) To carry out other ad-hoc office duties and field work	Knowledge on local wildlife, experience in conducting ecological survey, good communication skills, knowledge in using Microsoft Excel  Previous working experience in related field would be an additional advantage  Must be physically fit for outdoor activities, willing to work in field and on flexible schedule (night shift possible)	AFCD Tsuen Wan Offices

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AFCD/13	June - August 2021 (Approximate 3 months)	Major in Fine Arts, Multimedia, Graphic Design, Biology, Ecology or other related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) To design graphic for brochures, logos or other publicity materials by hand or by using computer software programmes; (b) To film video and take professional pictures in outdoor locations, and edit footage/ photos in post-production; and (c) To perform other duties assigned.	Proficiency with editing software such as Photoshop and Premiere  Proficiency with camera equipment  Knowledge on local wildlife will be an advantage	AFCD Tsuen Wan Offices

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AFCD/14	Mid June - August 2021 (Approximate 2 months)	Major in Computer studies or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To develop Geographic Information System program; (b) To perform Database construction; and (c) To create user manual	Proficiency in working with database system using VBA in Microsoft Office  Proficiency in SQL	AFCD Tai Lung Experimental Station and Cheung Sha Wan Wholesale Food Market

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AFCD/15	June - August 2021 (Approximate 13 weeks)	Major in Information Technology, programming or data management  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) To design and programme a Database Management System by Microsoft Access and Excel, with functions to create, input, modify, query, sort, merge, and other database functions so that the user can use the system to monitor the daily work performance, monthly summary, account record, query and print specified reports, etc.; (b) To handle data input; (c) To research and verify data through telephone and internet; (d) To update Powerpoint presentations; and (e) To perform any other related task when required	Basic programming knowledge in Microsoft Access and Excel	AFCD Cheung Sha Wan Wholesale Food Market

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AFCD/16	June - August 2021 (Approximate 13 weeks)	Major in any discipline; Degree related to design is preferred  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) To design graphics for various education materials, including poster, banner, leaflet, booklet, panel, website etc.; (b) To compile text information and designed graphics into education materials; and (c) To perform any other related task when required	Proficiency in Adobe Illustrator and/or Photoshop  Experience in design is preferred	AFCD Cheung Sha Wan Wholesale Food Market

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AFCD/17	June - August 2021 (Approximate 13 weeks)	Major in any discipline; degrees related to translation or communication are preferred  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) To translate documents in Chinese and English, including educational materials and governmental documents; (b) To review education and publicity materials; (c) To research, verify, compile and input data; (d) To perform file management; (e) To provide administrative and logistics support in educational seminars and any other events; and (f) To perform any other related task when required		AFCD Cheung Sha Wan Wholesale Food Market

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AFCD/18	June - August 2021 (2-3 months)	Major in Law, Government & Public Administration or Government & International Studies or related studies  Year of Study: 3 <sup>rd</sup> /Final Year of Study (as at 1.3.2021)	(a) To draft legal document related to animal trading and animal boarding activity relate to Cap.139, Cap 139B, Cap 139I, Cap 421, Cap 421A, Cap 167 & Cap 169; (b) To assisting in provision of legal reference and precedent case; (c) To provide clerical support on "Trap-Neuter-Return" Trial Programme for Stray Dogs; and (d) To perform other related duties		AFCD Cheung Sha Wan Wholesale Food Market

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AFCD/19	Mid June - August 2021 (Approximate 2.5 months)	Major in Ecology, Biology, Environmental Science, Geography and Resource Management, Visual Art or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in collecting, preserving and maintaining herbarium specimens; (b) To assist in specimen scanning and updating the database of herbarium; (c) To assist in proofreading of publications; (d) To assist in photo refining work; and (e) To assist in field data collection and processing	Knowledge in ecology, plant biology/botany, plant taxonomy, photo retouching and graphic design  Outdoor field work is required	AFCD Headquarters

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AFCD/20	June - August 2021 (Approximate 3 months)	Major in Marketing, social media marketing, digital marketing or related studies  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To review and analyse existing online promotion of different programmes and suggest improvements; (b) To prepare promotional materials and assist in daily maintenance and updates on social media platforms; (c) To explore different platforms and groups to further promote existing and potential programmes; and (d) To support other events and administrative works as required	Knowledge and experience in developing, executing and analysing social media promotion  Graphic design skill and video editing skill are highly preferable	AFCD Tsuen Wan Offices

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**Tel No. :** (852) 2150 6668, 2150 6660

**Fax No. :** (852) 2311 3731

**Contact Person :** Ms Kay KWOK, Mr Ben CHOI

**Deadline for application :** 23:59 on 9 April 2021 (Hong Kong Time)

**Employment of Post-Secondary Student Summer Internship Programme 2021**  
**Agriculture, Fisheries and Conservation Department**

<b>Project No.</b>	<b>Tentative Employment Period</b>	<b>Course/Field of Study Year of Study</b>	<b>Main Duties/Job Nature</b>	<b>Required Experience, Knowledge &amp; Skills</b>	<b>Place of Work</b>
AFCD/21	June - August 2021 (Approximate 3 months)	Major in Biology, Ecology, Environmental Science or Marine Science  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in public educational activities and workshops; (b) To assist in marine biodiversity surveys as well as archiving reference collections; (c) To support marine biodiversity surveys in Hong Kong; and (d) To assist in compilation of marine biodiversity data, and administration and promotion work	Biology / life science background, with basic ecological surveys and computer literacy (e.g. video making/editing)  Field work experience is preferred	AFCD Tsuen Wan Offices

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AFCD/22	June - August 2021 (Approximate 3 months)	Major in Ecology & Biodiversity, Environmental Science or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist with the daily operation of ESRC; (b) To design enrichment activities and booth games for ESRC or other publicity event; (c) To assist in the update of AFCD official website; (d) To perform market survey on endangered species; (e) To design and prepare any education and publicity material including graphic design, modelling products and IT program system; and (f) To perform any other duties assigned by supervisor	Communications skills with large groups and young children; design and computing skills; survey design; data collection and analysis	AFCD Headquarters

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AFCD/23	Late June – late August 2021 (Approximate 2 months)	Major in Applied and Natural Science, Earth Science, Environmental Science, Geography, Natural Resource Management, Aboriculture Studies or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) To verify planting records for preparing a spatial layer which displays all PEP sites in country parks; (b) To perform routine maintenance of PEP sites (e.g. re-erection of ropes and zoning panels); and (c) To survey at selected MC PEP sites	Research skills and report writing, data processing and analysis  Knowledge in Microsoft Excel and simple statistics programme, Powerpower , Adobe PhotoShop and Tree Identification Skill are preferable	AFCD Tai Tong Nursery

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AFCD/24	Late June - August 2021 (Approximate 2 months)	Major in Applied and Natural Science, Earth Science, Environmental Science, Geography, Natural Resource Management, Recreation Management or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in field visits and compile field reports; (b) To perform data compilation and input; and (c) To perform information gathering and research	Research skills and report writing, data processing and analysis, Microsoft Excel and simple statistic programmes, Microsoft Powerpoint presentation, Adobe Photoshop and tree identification skills are preferable  Experience in hiking and outdoor activities will be an advantage	AFCD Headquarters and Country Parks Fire Control centre

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AFCD/25	Late June - August 2021 (Approximate 2 months)	Major in Geo-informatics, Geomatics, Earth Science, Environmental Science, Geography, Natural Resource Management or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To handle data collection and compilation of Country Parks facilities; and (b) To handle Spatial data entry and editing graphic or create maps using ArcMap	Possess spatial data processing, collection and analysis skills, using ArcMap, Microsoft Excel or other basic Computer-Aided Design (CAD) and statistic software, and Microsoft Powerpoint presentation skills are preferable  Experience in hiking and outdoor activities will be an advantage	AFCD Headquarters

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AFCD/26	June – August 2021 (Approximate 3 months)	Major in Applied or Natural Science or related studies (e.g. Chemistry, Food Science, etc.)  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in conducting physical and chemical analysis on vegetable, soil and water samples; and  (b) To keep chemical and equipment stock inventory of laboratory and preparing laboratory data reports	Basic laboratory knowledge in chemical and physical analysis  Any materials or portfolio to demonstrate their experience in multi-media promotion or design could be an advantage (to be provided in interview)	AFCD Tai Lung Experimental Station

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AFCD/27	June - August 2021 (Approximate 3 months)	Major in Computer Science or related studies  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To input data and analyse data; (b) To set up and maintain social media platform; and (c) To revamp the computer database	Adequate knowledge in Microsoft computer software (Word, Excel, PowerPoint, Access, Acrobat, etc.), knowledge and experience in setting up and administering FB, instagram, twitter, and other common social media platform  Any materials or portfolio to demonstrate their experience in multi-media promotion or design could be an advantage (to be provided in interview)	AFCD Tai Lung Experimental Station

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AFCD/28	June - August 2021 (Approximate 3 months)	Major in Journalism and Communication, Animation and Media Arts, Public Relations and Advertising, Multimedia Technology and Innovation, Biology, Science and related studies  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in the implementation of publicity programme through the use of infographics and videos on social media; and (b) To conduct studies and surveys for local crop production, farms and brand development	knowledge in photo and video shooting, editing and production, using Photoshop, Premiere/other programmes  Any materials or portfolio to demonstrate their experience in multi-media promotion or design could be an advantage (to be provided in interview)	AFCD Tai Lung Experimental Station

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AFCD/29	Mid June - August 2021 (Approximate 8 weeks)	Major in Communication, Marketing, Design and related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To design marketing, promotional and packaging materials for “Accredited Fish Farm Scheme” products; (b) To devise online/offline marketing strategies and campaigns to boost product competitiveness; and (c) To assist the Fish Marketing Organisation (FMO) in the marketing of sustainable local produce	Be innovative and creative	AFCD Aberdeen Fisheries Office

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AFCD/30	June - July 2021 (Approximate 2 months)	Major in Biological Science, Applied Biology, Environmental Science  Year of Study: 2 <sup>nd</sup> /3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(a) The intern will be assigned to different areas of work in plant protection, but not limited to, open field and laboratory trials, insectarium management, database management, farm survey and extension work	Capable to carry out field work	AFCD Tai Lung Experimental Station

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AFCD/31	Mid June - August 2021 (Approximate 2 months)	Major in Computer studies or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> Year of Study (as at 1.3.2021)	(c) To review and update the database of the existing system; (d) To design and create a new document template for export animal health certificate; (e) To provide assistance in the testing and implementation of using online form for the application of permit and certification; and (f) To perform any other related duties as and when required	Proficiency in MS office applications  Knowledge of database management, web designing and online application system is an advantage	AFCD Headquarters

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AFCD/32	Mid June - August 2021 (Approximate 2 months)	Major in Computer studies or related studies  Year of Study: 1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) Using MS Excel VBA to develop LAN accessible systems with user friendly interface to facilitate:  (1) work scheduling of colleagues; and (2) managing and stock tracking of the inventories for remote offices	Knowledge in application design by MS Excel VBA coding	AFCD Headquarters and West Kowloon Station Office

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AFCD/33	Mid June - August 2021 (Approximate 8 weeks)	Major in Applied / Natural Science, Statistics, Computer Science or related studies  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in developing database for pesticide products; (b) To assist in processing and analyzing the data from market survey of pesticide products; (c) To assisting in maintaining the existing database; and (d) To provide support to other ad-hoc tasks as assigned	Adequate Knowledge of Microsoft Access and Excel, SQL and Chinese Input Method  Good command of English and Chinese	AFCD Headquarters

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AFCD/34	June - August 2021 (Approximate 8 weeks)	Major in Biology  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in collecting, sorting, and maintaining insect specimens; (b) To assist in updating the database of insect specimens; (c) To assisting in photo-taking of insect specimens; (d) To assist in field data collection & processing; and (e) To perform outdoor field work	Adequate Knowledge of handling insect specimens and basic computer knowledge in using Microsoft Access, Excel for data input	AFCD Headquarters, Sha Tin Plant Quarantine Station and fields all over Hong Kong

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AFCD/35	May - August 2021 (Approximate 12 weeks)	Major in Biology, Environmental Science or Marine Ecology  Year of Study: 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To process local fishing vessel registration applications; (b) To perform vessel inspection; (c) To carry out analysis of vessel data; and (d) To perform other duties as may be required by the supervisor	Basic knowledge in the use of database software and applications, experiences in marine science  Able to work outdoor and Experience of working outdoor or at sea is preferred	AFCD Headquarters

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AFCD/36	May - August 2021 (Approximate 12 weeks)	Major in Biology, Environmental Science or Marine Ecology  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To formulate the floor plan on the raft with recreational fishing; (b) To conduct patrol on fish culture zones and verify the equipment used for recreational fishing; and (c) To perform other duties as may be required by the supervisor	Basic knowledge in the use of database software and applications, experiences in marine science  Able to work outdoor and know how to swim, experience of working outdoor or at sea is preferred	AFCD Tai Po and Sai Kung Fisheries Office

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AFCD/37	June - July 2021 (Approximate 2 months)	Major in Natural Sciences or Environmental Studies  Year of Study: 1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To provide administrative support for fishermen training programmes: and (b) To provide administrative support for renovation of Lions Nature Education Centre		AFCD Aberdeen Fisheries Office

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AFCD/38	July - August 2021 (Approximate 2 months)	Major Studies: No specific requirement  Year of Study: 1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in implementing Food Waste and Market Operation Waste Recycling Programme; (b) To assist in implementing Food Donation Programme; (c) To assist in purchasing market operation equipment and materials; and (d) To perform office administrative duties		AFCD Western Wholesale Food Market

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AFCD/39	August 2021 (Approximate 1 month)	Major in Computer, Statistics or related Studies  Year of Study: 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in migrating end-user programs from Visual FoxPro to Excel VBA; and (b) To perform user acceptance tests on converted programs	Knowledge and experience in Visual FoxPro, SQL and Excel VBA	AFCD Headquarters

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AFCD/40	June - July 2021 (Approximate 8 weeks)	Major in Natural sciences, environmental studies  Year of Study: 1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup> / Final Year of Study (as at 1.3.2021)	(a) To assist in various field surveys (conducted on land or at sea) in relation to fisheries; and  (b) To assist in data handling and analysis		AFCD Headquarters and Aberdeen Fisheries Office

**Please apply with a completed application form (Appendix II) to:**

**Address :** 5/F Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon

**E-mail address :** [mailbox@afcd.gov.hk](mailto:mailbox@afcd.gov.hk)

**Tel No. :** (852) 2150 6668, 2150 6660

**Fax No. :** (852) 2311 3731

**Contact Person :** Ms Kay KWOK, Mr Ben CHOI

**Deadline for application :** 23:59 on 9 April 2021 (Hong Kong Time)

香港特別行政區政府專上學生暑期實習計劃申請書  
Application Form for Post-Secondary Student Summer Internship Programme  
in the Government of the Hong Kong Special Administrative Region

備註 Notes:

- (a) 申請人必須就每一個申請的實習空缺填寫一份申請書。Applicant should complete one application form for each intern vacancy in the Government.
- (b) 請用黑色/藍色墨水筆或原子筆，以正楷填寫申請書。Please complete the form in block letters and in black or blue ink.
- (c) 申請人須提供正確資料。Please ensure that the information provided is accurate.
- (d) 申請人如未能提供所需的資料，申請書可能不獲受理。Your application may not be considered if you fail to provide the requested information.
- (e) 申請人所提供的資料，將用於與專上學生暑期實習計劃有關的招聘工作以及其他與僱用有關的事宜上。The information provided will be used for recruitment relating to the Post-Secondary Student Summer Internship Programme and other employment-related purposes.
- (f) 提交申請書後，如欲更改或查詢個人資料，請與招聘部門負責人聯絡。For correction of or access to personal data after submission of the application form, please contact the subject officer of the recruiting departments.

申請人編號  
Candidate No.

(只供有關部門填寫 Official use only)

申請實習空缺名稱 Title of Intern Vacancy Applied For	Summer Intern Project No. _____	政策局／部門及組別 Bureau/Department (Division/Section)	Agriculture, Fisheries and Conservation Department ( )
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A部 Section A

個人資料 Personal Particulars			
姓名 Name		(英文English)	
(中文Chinese)			
香港身分證號碼 Hong Kong Identity Card Number	性別 Sex	男 Male	女 Female
		<input type="checkbox"/>	<input type="checkbox"/>
你是否香港特別行政區永久居民？ Are you a permanent resident of the Hong Kong Special Administrative Region?		是 Yes	否 No
		<input type="checkbox"/>	<input type="checkbox"/>
聯絡電話/流動電話* Contact telephone number /mobile phone*		電郵地址 E-mail address	
地址 Address			

學歷 (按考獲資格的日期順序列出) Academic Attainment (in chronological order)			
學院/頒發機構 (例如：香港考試及評核局) Institute/Issuing Authority (e.g. Hong Kong Examinations and Assessment Authority)	頒發日期 (日/月/年) Date Issued (DD/MM/YYYY)	學歷 (例如：香港中學文憑考試) Qualifications (e.g. Hong Kong Diploma of Secondary Education Examination)	及格科目及成績 (例如：成績等級、及格、良好、榮譽學位等級、主修、副修科目等) Subjects Passed and Level Attained (e.g. Grade, Pass, Credit, Class, Division, Major, Minor, etc.)

教育程度 (按接受教育日期順序列出) Education (in chronological order )				
曾經/現正就讀的學校、學院、大學 Schools, Colleges, Universities, etc. Attended/Attending	學系/主修學科 Faculty/Major Area of Study	課程名稱及就讀班級 Course and Year of Study	就讀日期(月/年)Date (MM/YYYY)	
			由From	至To

工作經驗 (包括暑期工和兼職) (請按任職日期順序列出) Work Experience (including summer employment & part-time jobs) (in chronological order)				
公司名稱 Name of Company	職位 Position Held	工作性質 Nature of Work	日期(日/月/年) Date (DD/MM/YYYY)	
			由From	至To

特別技能及知識 (例如：電腦操作) Special Skills and Knowledge (e.g. computing knowledge)

課外活動 (例如：學生會) (可選擇是否填寫) Extra-Curricular Activities (e.g. Student Union) (Optional)

**B部 (可選擇是否填寫) Section B (Optional)**

你是否殘疾人士？ Are you a candidate with disability?	是 Yes <input type="checkbox"/>	否 No <input type="checkbox"/>
如為殘疾人士，請註明殘疾性質及程度，以及在參加面試時是否需要特別的安排 - If yes, please indicate nature and degree of disability and specify whether you need special arrangement for attending an interview, if any -		

(註Note: 政府遴選時對殘疾人士及其他申請人一視同仁。申請人如需獲得為殘疾人士而設的聘任相關安排，有關部門可能要求提交醫生證明其為殘疾人士。Candidates with disabilities are considered on equal terms with other applicants. The Government may require medical proof of their disability if candidates wish to make use of the appointment arrangements applicable to candidates with disabilities.)

**C部 Section C**

本人明白倘若故意在填寫本申請書時虛報資料或隱瞞重要事實，或未有在申請書內所提供資料已作更改後通知招聘部門，可令本人喪失獲政府錄用的資格；即使已獲政府錄用，亦可遭終止聘用。 I understand that if I wilfully give any false information or withhold any material information in this application form, or fail to notify the recruiting department any subsequent change of information provided, it will render me liable to disqualification for employment by the Government or termination of employment, if already employed by the Government.

本人同意政府可就與專上學生暑期實習計劃有關的招聘工作以及僱用有關的事宜，及為核實上述資料而進行必要的查詢。本人授權所有政府部門及其他組織或機構可就這些查詢，透露任何有關的紀錄及資料。 I consent to the Government making any necessary enquiries for purposes relating to the Post-Secondary Student Summer Internship Programme and employment with the Government and for the verification of the information given above. I authorise all government departments and other organizations or agencies to release any record or information as may be required for these enquiries.

本人明白並同意，如有需要，上述資料會送交獲授權處理有關資料的政府部門及其他組織或機構，用以進行與政府招聘工作及僱用有關的事宜。 I understand and accept that the information given above will be provided to government departments and other organizations or agencies authorized to process the information for purposes relating to recruitment by and employment with the Government.

日期Date	簽署Signature
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